

BRING THIS BOOK TO TOWN MEETING!

TOWN OF CONCORD

**BRIEFING BOOK AND FINANCE COMMITTEE
REPORT FOR 2025 ANNUAL TOWN MEETING**

**MONDAY, JUNE 2, 2025, 6:30 PM*
CONCORD-CARLISLE REGIONAL HIGH SCHOOL
500 WALDEN STREET**

**And Subsequent Days As Needed*

PRE-SCHEDULED HIGH INTEREST ARTICLES:

**TUESDAY, JUNE 3, 2025, 6:45 PM – ARTICLE 34: STORMWATER
ENTERPRISE FUND EXPENDITURES**

**WEDNESDAY, JUNE 4, 2025, 6:45 PM – ARTICLE 46: CITIZEN
PETITION: ZONING BYLAW AMENDMENT: CONTINUING CARE
RETIREMENT COMMUNITY OVERLAY DISTRICT (CCRCOD)**

Voter Registration Deadline: May 23, 2025 at 5:00 PM



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CONCORD TOWN MEETING TRADITIONS AND PROCEDURES

26th Edition
Revised May 1, 2025

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FOREWORD

Town Meeting is the legislative branch of Concord government, passing bylaws and policies, authorizing town and school expenditures, and exercising other legislative powers held by the Town. Town Meeting’s role in the town is like that of the U.S. Congress in our country, and the State Legislature in our state. However, unlike Congress and the State Legislature, where elected representatives speak and act on behalf of voters, Town Meeting allows all registered voters to speak and vote directly on matters that affect their lives and livelihoods.

These Traditions and Procedures are intended to help voters to understand how Town Meeting works, to know what to expect at the Meeting, to assist and encourage those who wish to participate to do so, and to answer questions which often arise.

The Moderator welcomes suggestions for clarifications or additional topics for future revisions. Send to: moderator@concordma.gov.

INTRODUCTION

The Massachusetts State Constitution makes cities and towns the two units of local government. The Town is the basic unit,^[1] and Town Meeting is the method provided by the Constitution and The Great and General Court of Massachusetts (the state Legislature) for the governance of towns.

In the **Open Town Meeting** form of government, every registered voter may attend, speak, offer amendments, and vote. Under state law, attendance must be in person; no absentee voting is permitted. This differs from **Representative Town Meeting**, in which only elected representatives have the right to speak, offer amendments, and vote. State law also requires the Town to hold at an Annual Town Meeting each year in the spring with the principal purpose to appropriate money to fund Town expenses for the fiscal year which starts the following July 1st. Money can be provided by appropriation directly against the municipal tax rate levied on real and personal property, transferred from existing funds held by the Town, or borrowed within limits set by the State.

The **Warrant** is the notice to voters of what matters will be considered and acted on at Town Meeting. The Warrant for the Annual Town Meeting calls for action on town expenditures and other subjects. If additional matters arise after publication of the Warrant, they may become the subject of a Special Town Meeting.^[2] Some **Articles** in the Warrant are general, while others are detailed and specific. Citizens may add articles to the Warrant during the period in which the Select Board publicly declares the Warrant to be "open." These are known as "Citizen Petition Articles." The Warrant is posted on the Town Meeting page of the town website (www.concordma.gov), at the Townhouse, and mailed to every household at least 14 days before the Meeting.

In the Warrant, the Select Board calls the Meeting to convene at a specified time and place. If the Meeting does not complete its business in its first session, it will adjourn to a later session. The Select Board suggests additional dates and times, reserves facilities, and makes arrangements for public address systems and the like. The Meeting decides to what date and time it will adjourn, and generally decides to reconvene on the dates the Select Board suggests.

The Meeting is conducted by the **Moderator**, who is elected each year in the town election. The Moderator regulates the proceedings, decides questions of order, and declares all votes (See Mass. Gen. Laws c. 39, § 15.)

If it appears that attendance may exceed the capacity of one hall, the Moderator arranges for the Meeting to be conducted simultaneously in additional halls linked by public address systems, so that every voter present can participate.^[3] Annual Town Meeting elects a Deputy Moderator to serve until the next Annual Town Meeting, and the Moderator may appoint Assistant Moderators to preside in additional halls and otherwise assist. The Town Clerk manages voter check-in and keeps the official minutes of every Meeting.

I. PROCEDURAL RULES

Concord generally follows ***Town Meeting Time (4th Edition)***, a handbook of parliamentary law and procedure prepared by the Massachusetts Moderators Association, in conducting Town Meeting. This comprehensive volume offers procedures for Town Meeting that are simpler and more straightforward than those in the more-widely-known Robert's Rules of Order. The less Town Meeting engages in parliamentary maneuvers, the easier it is for citizens to understand what the Meeting is doing and to participate meaningfully. ***Town Meeting Time*** is available at the Concord Free Public Library. The Moderator is always willing to assist a voter in understanding how the rules work or deciding how a matter should be presented.

The Moderator's goal is to manage Town Meeting proceedings in a fair yet expeditious manner, allowing all points of view to be heard, while still keeping the Meeting moving. In the end, the

Meeting itself decides how much debate it wishes to hear, and when it is time to bring a matter to a vote. (See Section VI, Ending Debate.)

II. AGENDA

The **Warrant** is the agenda for the meeting. The Warrant and Town Meeting materials are included in the **Town Meeting Briefing Book** mailed to all households and posted on the "Town Meeting" page on the town website, www.concordma.gov. The Briefing Book also includes the Finance Committee Report together with recommendations the Finance Committee and the Select Board have made as of the time the Briefing Book went to press. Every voter at Town Meeting should have a copy of the Briefing Book with them at the Meeting since the Moderator will make regular reference to it during the Meeting. Voters may bring their paper copy of the Briefing Book from home, or a downloaded copy on a portable electronic device. Articles are normally considered in the order in which they appear in the Warrant. However, the Moderator may decide to pre-schedule **High-Interest Articles** for a specific time better to enable interested voters to be present and vote. Notice of the date and time when the Meeting will consider High-Interest Articles is posted on the Town Meeting page of the town website www.concordma.gov, and published in the Briefing Book. The Moderator may also decide to place certain articles on a Consent Calendar.

The **Consent Calendar** is a list of articles proposed as a group for vote by the Meeting without deliberation because they are (1) assessed by the Moderator (after consultation with the Select Board) to be routine, non-controversial, or otherwise demonstrated to have broad public support, and (2) are recommended for affirmative action by the Select Board and the Finance Committee (if it has made a recommendation). Any ten voters remove an article from the Consent Calendar for full discussion by the Meeting at its appropriate time in the order in the Warrant.

Sometimes common sense or expediency dictates that articles should be considered in an order different from that in the Warrant, and the Meeting then may change the order. To postpone consideration of an article, a **"motion to postpone"** until a specified time or until after a specified subsequent article should be made. To advance consideration of an article, a main motion must be made when no other business is pending. Motions to change the order of consideration normally require majority vote for passage. However, if the Moderator judges the motion to be "mere jockeying for position," she may, under the power to regulate the proceedings, require a two-thirds vote. (See *Town Meeting Time*, pages 108 and 177, note 24.)

III. ARTICLES AND MOTIONS

An **article** (as printed in the Warrant) is an agenda item giving voters notice of the subject to be discussed at Town Meeting. A **motion** is made under an article to describe the specific action proposed to be taken by vote of the Meeting. In some cases, the action is fully and accurately described in the article, and the motion may simply be "to take affirmative action under Article X as printed in the Warrant." Concord tradition is to require motions made under an article to be seconded before discussion begins or a vote is taken.

Frequently, **the wording of a motion may differ from the wording of an article**. Articles are written and submitted by the close of the Warrant, generally about three months before the Annual Town Meeting (or a month or more before a Special Town Meeting). This allows for Concord's pre-town-meeting hearings on the subjects in the Warrant. Discussion at the hearings often results in an article sponsor choosing to make a motion that refines the wording of the

article or reduces the scope of the specific action being proposed. The Moderator will not allow a motion to expand the scope of an article, because that would undermine the requirement that voters have advance notice (by the Warrant) of actions they may be asked to approve at Town Meeting. Article sponsors, the Moderator, and Town Counsel make great efforts to finalize motions before Town Meeting in order to ensure that each motion is within the scope of the article and complies with state and federal law. However, finalizing the wording of a motion in advance of the Meeting is not always possible. Final dollar amounts for an appropriation may depend on actions taken under earlier articles. And there is always the possibility of amendment to a motion prior to final action.

If a motion is more than 100 words long, and differs from the proposed motion printed in the Briefing Book, Concord tradition is to require a printed copy of the text as a handout. In this event, the article sponsor is responsible for supplying handouts in the quantity required by the Moderator. Failure to supply a handout of a motion of more than 100 words which differs from the motion printed in the Briefing Book may result in the Moderator suggesting that the Meeting defer consideration of the motion until the handout is available in sufficient quantity for every voter to have a copy, and the Meeting then deciding how it wishes to proceed. In the absence of a handout, the motion will be displayed on the screen in the hall; the Moderator will read it prior to the vote and endeavor to make clear what it is that the voters are being asked to vote on.

IV. SPEAKING ON A MOTION

To speak on a motion, walk to a microphone and wait to be recognized by the Moderator. When recognized, state your name and address, then wait for the Moderator to ask you to proceed. **Please address all remarks and questions to the Moderator.** When multiple people wish to be heard, lining up at microphones speeds the process. If microphones are labeled **YES** and **NO**, please be sure that you come to the microphone that is consistent with your position on the article.

In recognizing people to speak, the Moderator will give preference to those who have not already spoken on the article under discussion or spoken much during the Meeting. **Please be concise in your remarks, avoid repeating points that other speakers already have made, and avoid wandering from the subject under discussion.** Speakers wandering off topic will be reminded by the Moderator to confine themselves to discussion of the motion before the Meeting.

By long-standing tradition, Concord has placed time limits on main motion presentations and other speeches in an effort to balance full discussion and efficient use of time. This year (as in recent years), **five minutes will be provided for most initial presentations and two minutes for other speakers.** When several persons share an initial presentation, or when the subject matter of an article is complex, the Moderator may adjust time limits appropriately. When the Moderator calls a speaker's attention to elapsed time, they should conclude their remarks immediately. If a voter feels they will need more than the usual time to present an article (five minutes), or to speak to a pending motion (two minutes), additional time may be requested from the Moderator in advance of the Meeting and the Moderator will consider the request.

The Meeting expects and welcomes vigorous and pointed debate, directed to the precise subject matter under consideration. **However, attacks on the personality or motive of another person disrupt the Meeting, undermine the Meeting's orderly consideration of its**

business, and are strongly discouraged. Parliamentary maneuvering to prevent an opposing view from being heard is always discouraged.

V. AMENDING A MOTION

Voters wishing to modify a motion being discussed may offer a **motion to amend**. An amendment may consist of adding, deleting, or substituting words in the motion. It may also take the form of a "motion to substitute" a different motion, so long as the substitute motion is within the scope of the original article.

A voter wishing to make a motion to amend a main motion must provide **3 written copies** of the proposed amendment to the Moderator **before** rising to offer the amendment. Three copies are required so that the Moderator, Town Counsel, and the Clerk may review the proposed amendment simultaneously. Absent unusual circumstances, the Moderator will refuse to put an amendment to the Meeting if it is not immediately available in writing. **For any amendment longer than 100 words, Concord practice is to provide printed copies of the text as handouts in numbers adequate for all voters to have a copy.** If the Moderator judges any motion to amend to change the original motion so much that the motion is no longer within the scope of the article, she will rule the proposed amendment to be out of order.

A motion to amend requires only a majority vote, even though the motion to be amended may require two-thirds or more for final passage. (See *Town Meeting Time*, page 168.)

The first amendment to a main motion is called the **primary amendment**, and it may itself be amended. An amendment to the primary amendment is called a **secondary amendment**, and further amendments may not be offered. To avoid confusion, only one primary and one secondary amendment may be pending at one time. A first secondary amendment must be disposed of before any further secondary amendment can be entertained.

VI. ENDING DEBATE

Some Warrant articles require considerable deliberation before being voted upon. Nevertheless, discussion may reach a point when little (if any) new light is being shed on the subject. When that appears to be the case, the Concord Moderator customarily reminds the Meeting of the length of time already devoted to deliberation, and encourages those still wishing to be heard to limit their remarks to points not already made. Frequently, such a reminder is effective in bringing the issue to a prompt vote. If not, **debate can be terminated by a "motion for the previous question."** This motion may be made only by a person recognized by the Moderator, may not interrupt a speaker who already has the floor, and may not be made after questioning or commenting on the pending motion. A motion to terminate debate must be seconded, **and requires a 2/3 vote for passage.** It may not be debated, amended, or reconsidered.

A voter who moves "the previous question" must do only that and no more. The following formula is brief and to the point: "Madam/Mister Moderator, **I move the previous question.**" When the Moderator judges that fairness requires that proponents or opponents should have some additional time to make their case before debate ends, the Moderator may ask that the mover of the "previous question" not press the motion until a little more debate has been heard. The Moderator will make such a request only in the interest of fairness and a full presentation of the subject at hand.

Occasionally, after lengthy deliberation, it appears that the matter requires more study and amendment than can be accomplished at the Meeting. In this case, a **"motion to commit"** or refer to a Town board or committee *may* be in order. Such a motion should specify the board or committee, or require that a special committee be appointed for the purpose. If the latter, the motion should specify who shall appoint the committee and may (but need not) specify the personnel of the committee. It is useful to instruct a special committee to report by a fixed date, or to the next special or annual Town Meeting. An unqualified vote to refer the matter to the Select Board has been held not only to confer authority to determine what should be done, but also to do it. A motion to refer the matter to a committee requires a majority vote. (See *Town Meeting Time*, page 172.)

A **"motion to lay on the table"** has occasionally been attempted as a way to terminate debate without bringing a matter to a vote. Originally, this motion was intended to allow an assembly to take up more urgent business, while keeping the interrupted business close at hand so that it could be easily resumed when the more urgent business had been disposed of. The currently accepted intent of this motion is to cut off debate without taking action on the particular matter. (See *Town Meeting Time*, page 182.) In Concord, the Moderator generally refuses to accept a motion to lay on the table on the grounds that it is a parliamentary tactic inconsistent with our traditions of fair debate and disposition of matters on their merits by vote of the Meeting.

These limitations on our deliberations are in accordance with *Town Meeting Time* and with the Moderator's authority under state law to manage town meeting procedures (See Mass. Gen. Laws c. 39, § 15). Our procedures assure both a fair opportunity to be heard and an ability to bring a matter to a vote when the Meeting itself by a two-thirds majority decides that debate should end.

VII. PERCENTAGE OF VOTE REQUIRED FOR PASSAGE

A majority vote is required for passage of a motion unless otherwise specified.

However, State law requires that **some motions must receive a two-thirds vote** for passage. These include votes which authorize borrowing, property transfers, and most zoning bylaw changes. A few motions require even higher percentages of affirmative vote for passage.

If a motion requires a two-thirds vote for passage, the vote need not be counted unless the Moderator is uncertain of the two-thirds majority, or unless the Moderator's declaration of the vote is doubted by seven voters. If electronic voting is used, no count is necessary since the voting system reliably tabulates the specific vote tally. If state law requires that a motion pass by a vote greater than two-thirds, the vote must be counted unless it is unanimous. On these motions, the Moderator may ask for a "test vote" to see if the meeting can achieve unanimity and thus avoid the time required for a counted standing vote. Again, if electronic voting is used, no count is necessary.

After every vote, the Moderator declares the result. If seven voters doubt any vote the Moderator declares by making a visual assessment, they have the right to require a division of the Meeting with a standing vote. Any such request for a count must be made immediately after the Moderator declares the vote, and before the Meeting takes up the next article. If electronic voting is used, such a motion would be out of order since the reliable tabulation of the vote tally by the system eliminates doubt.

VIII. STANDING VOTES

Whenever a standing vote is required, the Moderator will request that the doors be closed, and that no one enter or leave the meeting venue until the count is complete. If persons are permitted to leave before both "yes" and "no" votes have been counted, the tallying is very difficult for the Tellers and doubt may be created about the integrity of the vote. Visitors are asked to remain at their seats throughout the count. **Eligible voters who wish to be counted should rise when directed by the Tellers, and hold their ballot slips so that they are clearly visible** to the Tellers. This procedure seeks to assure the integrity of the vote count.

Once the vote has been taken by polling or by dividing (standing vote), either on the Moderator's own motion or after a declaration of vote has been questioned by seven voters, the counted vote as declared by the Moderator may not be questioned. (See *Town Meeting Time*, page 244.)

IX. VOTING SLIPS AND PAPER BALLOT VOTES

At check-in on each day of town meeting, voters will receive a colored paper voting slip valid for that day's session. **You should write your name on it and keep track of it.** You will be asked to vote by raising your voting slip for easy visual assessment by the Moderator or the tellers during a standing counted vote. If a vote by paper ballot is taken, voters will be asked to mark a portion of a voting slip with their vote and submit it to the Tellers and Ballot Counters during collection. If the Meeting is using electronic voting, the paper voting slips will serve as the back-up voting method in the event of any problem with the electronic voting system.

Although ballot voting is common in some towns, it is not the custom in Concord. As *Town Meeting Time* states (page 246): "Normally, in the event of doubt, it should be possible to take an accurate vote - expeditiously and efficiently - by a standing vote (or electronic vote if a voice vote has been used in the first instance and electronic voting is available), without resorting to a roll call or balloting. These take time and should be avoided so far as possible." The procedure to request one of these methods of voting is called **a motion to "fix the method of voting."** This motion is debatable, and requires a majority vote. In the event the Meeting decides to vote by paper ballot, the procedure will be explained by the Moderator.

X. ADJOURNMENT TIME

Annual Town Meeting generally requires more than a single session to complete its business. A member of the Select Board typically moves that no new business be taken up after a certain time. However, this motion generally is not made if the total business remaining in the Warrant can be expected to be concluded by a reasonable hour, thereby avoiding the need to reconvene.

XI. RECONSIDERATION

By tradition and practice, motions for reconsideration are rare in Concord (once in 2012, and once in the 24 town meetings prior to 2012). If reconsideration is rare, *Town Meeting Time* (page 156) provides that a motion to reconsider may be ruled out of order absent compelling circumstances, such as significant new information or changed circumstances coming to light. The presence of speakers standing at microphones when the Meeting has voted to end debate does not constitute "new information." Nor does a change in the composition of the Meeting, by itself, constitute "changed circumstances."

The timing of a motion to reconsider must comply with the Concord **Town Meeting Bylaw on Reconsideration of a Vote at the Same Town Meeting**. It allows motions for reconsideration only at three times:

(a) **at the same session** as the vote to be reconsidered or rescinded: before final action on an article in the Warrant (or group of related articles considered together), or within 20 minutes of final action on an article in the Warrant (or group of related articles considered together); or

(b) **at a subsequent session**: if, before adjournment of the session at which the original vote was taken, notice is given to the Moderator that reconsideration or rescission will be moved at the subsequent session; or

(c) **at any time before final dissolution of a Meeting**: if either the **Select Board** or the **Finance Committee** makes the motion.

A motion to reconsider requires a second, may not interrupt a speaker, is debatable to the same extent as the motion being reconsidered, and requires a majority vote regardless of the size of vote required for passage of the original motion considered. A voter making a motion to reconsider will be given two minutes to explain what new information, changed circumstances, or other basis exists for proposing the motion.

If the Meeting votes to reconsider, the previously-approved motion is re-opened for further discussion and must be voted again, either as presented or as amended during the reconsideration discussion.

XII. BROADCAST COVERAGE

Meetings are generally broadcast live on Concord-Carlisle Community **Cable TV on channel 9**, live-streamed on the Minuteman Media Network website (www.minuteman.media/government), and broadcast on the Concord-Carlisle High School radio station **WIQH, FM 88.3**. The Moderator may grant permission to other broadcast stations to televise all or part of a Meeting under procedures designed to assure that they will not disrupt the Meeting. These procedures limit the intrusiveness of cameras to avoid intimidating speakers and to ensure the orderly conduct of the meeting.

XIII. MISCELLANEOUS

Lobby Table Material. Tables in the lobby are reserved for materials that voters need for the Meeting. All materials placed on the lobby tables must:

- * Pertain to Town Meeting
- * Be submitted in advance to the Moderator and approved
- * Include the date of preparation
- * If prepared by a Town board or committee, include its name
- * If prepared by an individual, include the name and address of the preparer
- * Copied on white paper (this avoids potential confusion with paper voting slips)
- * Copied in a quantity sufficient for all voters to have a copy
- * Placed in the lobby one hour before the scheduled start of the Meeting session

Materials and Activities Unrelated to the Meeting. Distribution of materials unrelated to the Meeting and the conduct of activities such as solicitation of petition signatures are permitted

outside the venue, so long as they do not interfere with the orderly ingress, egress, and check-in of voters attending Town Meeting.

Mobile Phones. All mobile phones are required to be silenced at the start of the Meeting and all mobile phone conversations are required to take place outside of the Meeting venue, in order to avoid interference with the orderly conduct of Town Meeting.

Signs. To prevent interference with the orderly conduct of the meeting, no signs of any kind, regardless of size, material, or message, are permitted inside the Meeting venue.

[1] Sometimes, where combined local units can result in a better use of public resources, the Legislature provides for other kinds of units. One example is the Concord-Carlisle Regional School District, which is a separate and independent governmental entity. It combines the resources of two towns to provide Grade 9-12 education in a joint facility. The same is true for Minuteman Career and Technical School District, of which Concord is one of ten members.

[2] Holding a Town Meeting entails considerable expense to the Town. The Select Board thus makes every effort to get the Town's business accomplished in the Annual Town Meeting, even though it may require several sessions of hard work by dedicated voters who attend, participate, and vote.

[3] If the facility provided is not sufficient to seat every voter who attends and wishes to participate, the Moderator is required by law to adjourn the Meeting. Another session must be held within 14 days in facilities sufficient for all who attend. This happened in 1771 and again in 1994. The story of the 1771 occasion is described in Wheeler, Concord: Climate for Freedom (Concord Antiquarian Society, 1967) p. 99.

Town Meeting Study Committee Report: Executive Summary

Concord's Open Town Meeting -- open to all registered voters of the Town -- is the local governmental body that approves funding for town and school operating and capital expenditures, legislates general and zoning bylaws, authorizes the disposition of real property, creates advisory committees, and addresses other dimensions of community life. An elected Town Moderator presides over the meeting, where every registered voter can participate by discussing and voting on all Town matters.

The April 2024 Annual Town Meeting created a Town Meeting Study Committee (TMSC) to assess the strengths and weaknesses of Concord Town Meeting (TM) and recommend steps *“to make town meeting more inclusive, effective, and responsive to the needs and desires of the town.”* It also directed the Committee to make recommendations on three Citizen Petition warrant article proposals: 1-Use hand-held electronic devices (“clickers”) for voting at TM; 2- Authorize the Select Board to request a change in state law to allow remote participation and voting at Concord TMs; and 3-Require all TM actions be approved at the polls afterward.

As the TMSC -- seeking to make TM more *“inclusive, effective, and responsive”* -- we asked:

- Are there ways to enable and encourage more voters to participate?
- Can the meeting be made more efficient and enjoyable?
- How can voters become better informed to participate more knowledgably?

We held more than 30 meetings; fielded a survey to which more than 1000 individuals responded; held two public hearings; met with officials and staff from Concord and other towns; reviewed other documentation and prior recommendations to improve Concord TM; and carefully considered public input from citizens.

We recommend three primary changes:

- ✓ **Use electronic voting by “clickers”** at Town Meeting on Warrant articles -- to enable votes to be cast in private and to provide immediate precise vote counts.
- ✓ **Provide every household a comprehensive Town Meeting Briefing Book** prior to TM -- that includes warrant article texts, motions, explanations (some with maps or charts), Town body recommendations, and links to Town website updates.
- ✓ **File a Home Rule Petition (through the Select Board) to seek to change state law** -- so Concord voters could participate and vote in Town Meetings from home.

We do **not** recommend:

- ✗ Requiring that warrant articles be approved by town-wide precinct voting, or
- ✗ Replacing Open TM (where every voter can participate) with a Representative TM (where 100+ elected members would take on the role and functions of TM).

Our other recommendations to make TM more inclusive, effective, and responsive include:

- ✓ End Town Meeting earlier -- by starting earlier (6:30-9:30 pm).
- ✓ Include more items in the Consent Calendar (no deliberation) to make TM shorter.
- ✓ Schedule items of great public interest on the same day to facilitate participation.
- ✓ Enhance information on accommodations for persons with disabilities.
- ✓ Encourage increased Moderator action to shorten discussion and reduce repetition.
- ✓ Make full use of pre-TM hearings to consider Article pros and cons.

We believe that adopting these recommendations will help make future TMs more inclusive, effective, and responsive to citizen needs. Voters themselves, however, will have the greatest impact -- when deciding whether or not to attend TM, whether to speak, how long to speak, how to listen respectfully to neighbors, and how to make other decisions at TM.

I. PRIMARY RECOMMENDATIONS

As stated in the Executive Summary, we are making five primary recommendations related to proposed changes to Concord TM. We recommend adopting three of them – as well as making six additional changes, less far-reaching in scope, which we believe will help make our TM “more inclusive, effective, and responsive to the needs and desires of the town.”

1- Use electronic voting at TM. Concord TM voting is conducted using colorful paper voting slips provided to each voter when they check in for TM. Eight neighboring towns (and nearly 70 statewide) have adopted electronic voting using “clickers.” We recommended that Concord adopt electronic voting. The technology is mature and provides swift, precise – and private – voting tallies. The Select Board supports clicker use, and the Town Manager was able to repurpose funds to provide clickers for 2025 Annual TM.

2- Provide a comprehensive Town Meeting Briefing Book. Our Concord TM process produces a massive amount of material which evolves through time and can be difficult to keep up with, especially for voters not tuned in to the process. Many voters come to TM unclear about information related to warrant articles, motions, supporting material, and public body recommendations. We recommend that the Town, at least two weeks before TM, provide every household with a comprehensive updated book containing all of this material. The Town has adopted this recommendation, and the first briefing book will be provided for TM 2025.

3- File a Home Rule Petition to allow remote TM participation. We recommend that the Select Board take immediate action to seek to amend state law so that Concord voters can participate and vote in Concord TM from home. Current state law requires Open TM voters to be present in person to vote. A Home Rule Petition (HRP) is the mechanism for a town to seek exemption from this statewide restriction. A 2025 TM vote approving Article 27, which is supported by the Select Board, is the first step toward amending state law.

4- DO NOT require voting approval at precinct polls on warrant articles. We recommend against adopting the TM 2024 Citizen Petition proposal that warrant articles must be approved by town-wide vote at the polls. Separating TM deliberation from voting would gut the TM legislative process. It would also be extremely complex and cumbersome, require a major state law change, and likely complicate and undermine our remote-voting Home Rule Petition. One argument for this proposal is that only a small percentage of registered voters participate in TM. However, significantly increased participation is unlikely given that the highest percentage of registered voters who participated in an annual town election not coinciding with a state or presidential election was 34% (in 2025). The Committee heard no convincing rationale for recommending this fundamental change.

5- DO NOT replace Open TM with Representative TM. We considered the suggestion that Concord follow Lexington’s example and adopt a Representative TM in place of Open TM. This too would constitute a wholesale change in our local governance – and without strong public sentiment. We agree with the 2014 Concord Town Governance Study Committee that RTM would provide voters less access and recommend that Concord retain Open Town Meeting.

II. ADDITIONAL RECOMMENDATIONS

In addition to our primary recommendations (above), we recommend that Concord:

- **End TM sessions earlier.** We recommend that TM start at 6:30 pm and that no new business be taken up after 9:30 pm. Late night Town Meetings were a major voter concern in our town-wide survey. The Select Board has adopted this recommendation.
- **Expand the Consent Calendar and streamline its treatment.** Concord Moderators create a Consent Calendar of articles considered routine, or non-controversial, or that appear to be supported by a strong consensus. The Calendar is then voted on without deliberation on the first night of TM. (Any ten voters can remove an article from the Calendar for separate consideration.) We urge that the Consent Calendar be expanded and that it be presented as swiftly as possible to reduce the time needed to approve it.
- **Group “high interest articles,” to the extent feasible, on a single night.** Based on hearing presentations, letters to the editor, general discussion (and sometimes lawn signs), Moderators have designated certain warrant articles as “high interest.” These articles are discussed at pre-scheduled times, so that voters who cannot attend every hour of TM can arrange their schedule (or babysitter) to be present. When multiple high interest articles are scheduled on different nights, the intent to facilitate work or sitter schedules is undermined. Scheduling all high interest articles on one night will help voters be able to vote on items they care about most.
- **Conduct robust discussion of Article merits at hearings before TM.** The five pre-TM hearings should both be rehearsals for TM presentations and allow for examination and debate of Article issues and problems before they are presented at TM.
- **Manage TM deliberation more actively to promote meeting efficiency.** Survey responders voiced strong support for a brisk meeting pace that would both improve the experience and potentially shorten overall meeting length. We support active moderator discretion in curbing speaker length and repetition.
- **Provide enhanced information on accommodations for persons with disabilities.** Because many voters are unaware of our TM’s many significant accommodations (large print documents, hearing devices, wheelchair areas), they should be better publicized.

III. HOW THE COMMITTEE DID ITS WORK

Concord town policy has been decided at our Open Town Meeting for many years. Town Meeting has been called the purest form of democracy because every voter can attend, participate, and vote. Discussion and deliberation -- including ensuring that minority views are heard -- followed by a binding vote, is central to the democratic process.

Committee Members. After TM 2024 voted to have the Moderator appoint a study committee, Town Moderator Carmin Reiss appointed nine Concord residents: Keith Bergman, Katie Bresnick, Kristen Hagerty, Alice Kaufman, Eric Moore (Chair), Parashar Patel, Phil Swain, Chase Thompson, and Eric Van Loon. This group includes: a former Moderator; a former Town Manager; former Select Board, Finance Committee, DEI Commission, and Planning Board members (and some chairs); three parents of school-age children; and three members new to town government. Non-voting ex officio members were Moderator Carmin Reiss and Select Board Member Cameron McKennitt. Town Management Specialist Shannon McAndrew (also the Town Meeting coordinator) supported the Committee.

Committee process. Over thirteen months, the Committee met more than 30 times (hybrid and in person), held two public hearings, developed and conducted a town-wide survey (in which more than 1000 individuals participated), and researched other towns' practices. More detailed information about many aspects of our work is found in the Supplements to this report and is also on line at <https://concordma.gov/3639/Town-Meeting-Study-Committee>.

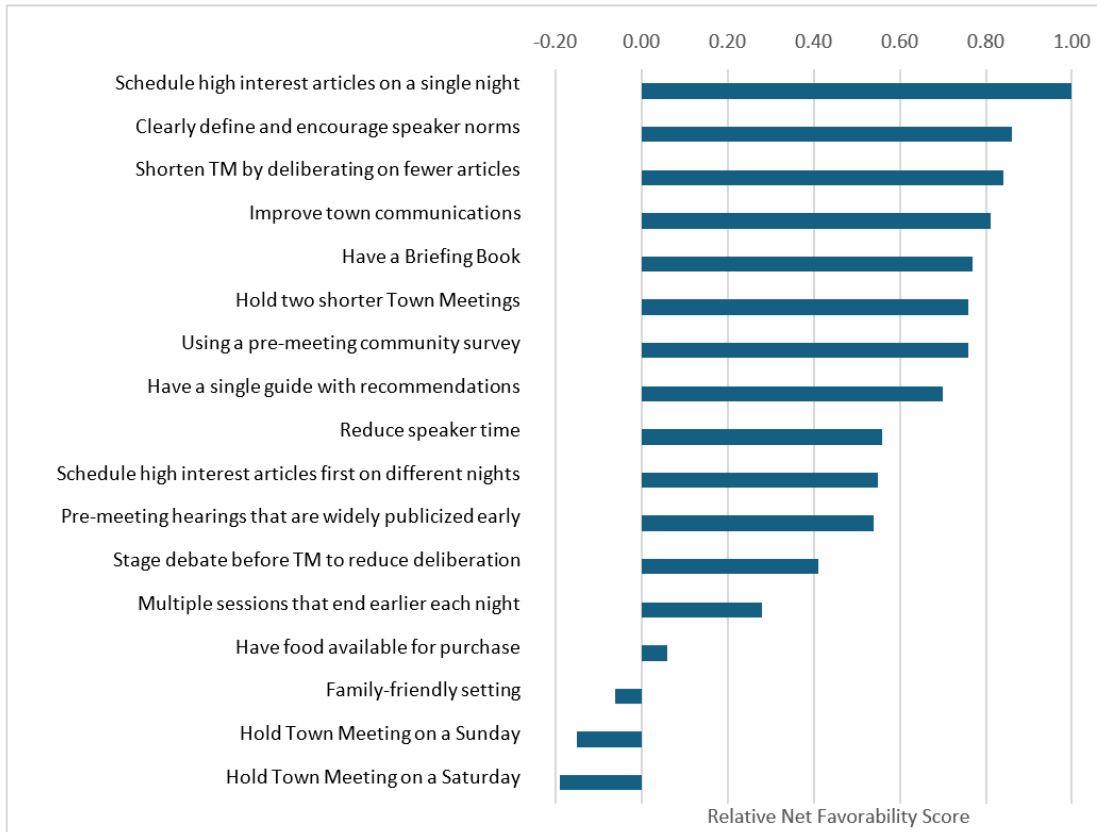
Town-wide Survey. The Committee conducted a town-wide survey in October 2024 to gauge voter perspectives. We used multiple channels to get the word out: The Concord Bridge newspaper, mailed postcards with QR code, a Town website survey link, the Town News and Notices list, PTG email lists, local social media channels, and word of mouth.

More than a thousand self-described registered voters (1012) responded.

- Respondents skewed older. About one-quarter fell within each of four age groups: under 50, 50s, 60s, and 70+.
- About one-fifth “never” attend TM, another fifth attend “most” sessions, while three-fifths (64%) attend when “interested” or “available.”
- About two-fifths (43%) trusted the work done by Town boards and committees and were generally satisfied with TM and local government, while a third (37%) reported dissatisfaction with TM and how local government represents their views.

A key finding of the survey is that many respondents want to shorten TM (60% said sessions were too long and ran too late) and make it easier to be present for votes on matters important to them. Half of respondents reported difficulty attending in person. Survey support for major changes (like remote participation, electronic voting, and separating voting from deliberation) was highest among those who “never” attended TM and lowest among regular attendees. Importantly, voters expressed strong support (73%) for maintaining Open Town Meeting.

When asked their views on seventeen potential TM changes, the top three most-favored changes were grouping high interest articles on a single night, more rigorous “speaker norms,” and deliberating on fewer Articles. Least-favored changes included weekend meetings or having more nights of shorter sessions. Importantly, while our survey results are useful data points, we do not know how representative these respondents are of all voters.



Conclusion. Ultimately, Concord Town Meeting belongs to the voters, and the Meeting should become as workable as possible for them. We believe the measures we are recommending here will help future Town Meetings achieve that goal.

The full text of the Town Meeting Study Committee Report is available on-line at <https://concordma.gov/3639/Town-Meeting-Study-Committee>.

Section III – Consent Calendar

**MOTION TO ADVANCE FOR CONSIDERATION AND TAKE ACTION ON
CERTAIN ARTICLES WITHOUT DEBATE
(2025 CONSENT CALENDAR)**

Mr. Dahlberg moves: that the 2025 Annual Town Meeting advance for consideration the Articles in the table below and take action without debate on such Articles in accordance with the motions under each as published in the Town Meeting Briefing Book, provided, that upon the request of ten (10) voters at this Meeting, made before the vote is taken on this motion, an Article, or, in the Moderator’s discretion, a portion thereof, shall be dropped from the Consent Calendar and shall be acted upon in the ordinary course of business at this Town Meeting.

NOTE: 2/3 VOTE REQUIRED

The Consent Calendar is intended to increase the efficiency of Town Meeting by advancing for action without deliberation those Articles which are routine, of an administrative or housekeeping nature, or enjoy broad public support and were non-controversial at the pre-town meeting hearings. All Articles included on the Consent Calendar are recommended for affirmative action by the Select Board, the Finance Committee (if an Article with financial impact), and the Planning Board (if a zoning bylaw amendment). Any article, or part thereof in the discretion of the Moderator, may be removed from the Consent Calendar at Town Meeting upon the request of ten voters.

Article 2	HEAR REPORTS
Article 3	MEETING PROCEDURE
Article 4	RATIFY PERSONNEL BOARD CLASSIFICATION ACTIONS
Article 5	RATIFY PERSONNEL BOARD CLASSIFICATION & COMPENSATION PLAN
Article 14	NON-RESIDENT TUITION REVOLVING FUND
Article 15	FACILITIES RENTAL REVOLVING FUND
Article 16	AUTHORITY TO CONTRACT FOR UP TO FIVE YEARS FOR SELECTED ITEMS
Article 17	MINUTEMAN REGIONAL TECHNICAL SCHOOL BUDGET
Article 20	OPEB TRUST FUND APPROPRIATION
Article 21	OPEB TRUST FUND EXPENSE
Article 24	TRANSFER FROM MIDDLE SCHOOL STABILIZATION FUND
Article 26	GENERAL BYLAW AMENDMENT: LEASING OF LAND BY SELECT BOARD & TOWN MANAGER
Article 30	AUTHORIZE GRANT OF EASEMENT TO VERIZON – 835-923 OLD MARLBORO ROAD (CONCORD MIDDLE SCHOOL)

Article 31	SELECT BOARD TO ACCEPT EASMENTS
Article 38	ZONING BYLAW AMENDMENT: GENERAL HOUSEKEEPING – MULTIPLE SECTIONS
Article 39	ZONING BYLAW AMENDMENT: ACCESSORY DWELLING UNIT (ADU)
Article 40	ZONING BYLAW AMENDMENT: SECTION 2.2 ZONING MAP - FLOODPLAIN CONSERVANCY DISTRICT
Article 42	GENERAL BYLAW AMENDMENT: SIGN BYLAW
Article 43	ZONING BYLAW AMENDMENT: SECTION 5 ACCESSORY USES ANDTABLE II ACCESSORY USE REGULATIONS
Article 48	AUTHORIZE EXPENDITURE OF REVOLVING FUNDS UNDER MASS. GEN. LAWS C. 44, § 53E1/2
Article 49	LIGHT PLANT EXPENDITURES & PAYMENT IN LIEU OF TAXES
Article 50	SOLID WASTE DISPOSAL FUND EXPENDITURES
Article 51	SEWER SYSTEM EXPENDITURES
Article 52	SEWER IMPROVEMENT FUND EXPENDITURES
Article 53	WATER SYSTEM EXPENDITURES
Article 54	AUTHORIZE EXPENDITURE FROM PEG ACCESS AND CABLE-RELATED FUND
Article 55	BEEDE SWIM AND FITNESS CENTER ENTERPRISE FUND EXPENDITURES
Article 56	APPROPRIATE AND TRANSFER PARKING METER FUND BALANCE

**THE COMMONWEALTH OF MASSACHUSETTS
WARRANT ARTICLES FOR 2025 ANNUAL TOWN MEETING**

Monday, June 2, 2025 at 6:30 PM

At Concord-Carlisle Regional High School

*Additional sessions at 6:30 pm on following nights as necessary
to complete the business of the Meeting*

CHOOSE TOWN OFFICERS

No Motion Expected

ARTICLE 1. To choose all necessary Town Officers and Committees.

HEAR REPORTS

Consent Calendar

ARTICLE 2. To hear and receive the reports of Town Officers and Committees.

MEETING PROCEDURE

Consent Calendar

ARTICLE 3. To determine whether the Town will adopt a rule of the meeting governing requirements on Motions and amendments to Motions made at this meeting under Articles concerned with expenditures in order to assure compliance with the requirements of Mass. Gen. Laws c. 59, § 21C (generally referred to as "Proposition 2½"); or take any other action relative thereto.

The motion under this article, which will be printed in the Town Meeting Briefing Book to be mailed to all households, will require that every motion or motion to amend seeking to make an appropriation greater than the amount recommended by the Finance Committee and designated as "allocation at levy limit," or where the Finance Committee has recommended NO ACTION, must identify the source of funding. Motions and motions to amend for appropriations supported by borrowing that would exceed the Finance Committee's recommendation, or on which the Finance Committee recommends NO ACTION, will be required to be made contingent upon approval of a debt exclusion, or with a corresponding offsetting reduction in another borrowing authorization. All articles making appropriations will be kept open until the Meeting's final adjournment. Town Meeting has adopted this meeting procedure for many years.

Article Sponsor	Finance Committee
Article Motion	<p>Mr. Dahlberg moves that, in order to assure compliance with the requirements of the Mass. Gen. Laws c. 59, § 21C (commonly known as Proposition 2 ½), the Meeting adopt the following Rule of the Meeting:</p> <p style="text-align: center;">RULE OF THE MEETING</p> <p><u>Articles for appropriations supported from current taxation and/ or available funds.</u> Any motion made under a warrant article or a motion to amend that would increase the appropriation amount over the amount recommended by the Finance Committee and designated by it as the "allocation at levy limit," or that would provide for an appropriation where the Finance Committee is recommending NO ACTION, must specify the following:</p> <p style="padding-left: 40px;">the original motion or a motion to amend shall specify the amount of increase over the appropriation recommended by the Finance</p>

	<p>Committee and the source of funding- whether from available funds, taxation within the levy limit, or contingent upon approval of an override ballot vote following the conclusion of Town Meeting if such ballot is voted by the Board of Selectmen in accordance with state law;</p> <p>if the proposed increased appropriation is proposed to be funded from taxation within the levy limit, the original motion or motion to amend shall specify the source of funding as:</p> <p>a reduction in the appropriation amount already voted under a previous article or within the article currently being considered; or</p> <p>a maximum amount that may be appropriated within the levy limit under a subsequent article in the warrant.</p> <p><u>Articles for appropriations supported from borrowing.</u> The Finance Committee shall report to the Meeting summarizing its recommendations for new tax-supported borrowing authority to be offered at this Meeting and for which the debt service is proposed to be funded within the levy limit.</p> <p>Any motion made under a warrant article or a motion to amend that would increase the appropriation amount to be met by a borrowing authorization over the amount recommended by the Finance Committee or that would provide for an appropriation to be met by a borrowing authorization where the Finance Committee is recommending NO ACTION, must specify the following:</p> <p>The original motion or a motion to amend shall specify the amount of increase over the appropriation recommended by the Finance Committee and shall make the increase contingent upon approval of a debt exclusion or capital outlay exclusion ballot vote following the conclusion of Town Meeting if such ballot is voted by the Select Board in accordance with state law; or</p> <p>The original motion or motion to amend shall include a corresponding and offsetting reduction in another borrowing authorization from among those listed by the Finance Committee, either by a reduction in the amount already voted under a previous article or by setting a maximum amount of debt that may be authorized within the levy limit under a subsequent article in the warrant.</p> <p><u>Articles making appropriations to be kept open.</u> Any Article making appropriations shall be kept open until the final adjournment of the Meeting.</p>
Article Webpage	https://concordma.gov/3907/Article-3---Meeting-Procedure
Board/Committee Recommendations	Finance Committee: Affirmative Action

RATIFY PERSONNEL BOARD CLASSIFICATION ACTIONS
Consent Calendar

ARTICLE 4. To determine whether the Town will ratify the Personnel Board’s actions to amend the Classification and Compensation Plan as follows; or take any other action relative thereto:

1. Update the title: “Senior Services Director” to “Council on Aging Director” effective January 10, 2024.

2. Add the title of “Swim Aide” to Miscellaneous Compensation Schedule 7-2 effective February 21, 2024.
3. Merge the Recreation Miscellaneous Compensation Schedule (7-2) with the Human Services Miscellaneous Compensation Schedule (7-3) into one schedule (7-2), effective March 13, 2024.
4. Add the title of “Master Plumber/ HVAC Technician” to Grade 10, effective April 10, 2024.
5. Update the title “Crew Leader/ Electrician and Carpenter” to “Master Electrician/ Crew Leader” effective April 10, 2024.
6. Add the title of “Skilled Carpenter” to Grade 6, effective April 10, 2024.
7. Remove the title of “Director of Community Development” from Grade 16, effective June 12, 2024.
8. Remove the title of “Administrative & Operations Supervisor” from Grade 8, effective June 12, 2024.
9. Remove the title of “Assistant to the Beede General Manager” from Grade 7, effective June 12, 2024.
10. Remove the title of “Engineering Technician” from Grade 6, effective June 12, 2024.
11. Remove the title of “Facilities/ Landscape Maintainer” from Grade 4, effective June 12, 2024.
12. Update the title of “Activity Coordinator” to “Program Coordinator” under Grade 2, effective June 12, 2024.
13. Add the title of “Emergency Communications Center Manager” to Grade 12, effective June 12, 2024.
14. Add the title of “Senior GIS Analyst” to Grade 8, effective June 12, 2024.
15. Add the title of “Payroll and Finance Generalist” to Grade 6, effective June 12, 2024.
16. Add the title of “Management Specialist” to Grade 7, effective June 25, 2024.
17. Add the title of “Assistant COA Director” to Grade 11, effective August 14, 2024.
18. Add the title of “Community Engagement Manager” to Grade 6, effective October 9, 2024.
19. Add the title of “Chief Information Officer” to Grade 17, effective October 9, 2024.

20. Reclassify the position of “Emergency Communications Center Manager” from Grade 12 to Grade 13, effective October 9, 2024.
21. Add the title of “Program Director” to Miscellaneous Compensation Schedule (7-2) effective October 9, 2024.
22. Add the title “Director of Community Development” to Grade 16, effective November 13, 2024.
23. Add the title “Procurement Manager” to Grade 10, effective November 13, 2024.
24. Update the title of “Program Director” to “Program Supervisor” under Miscellaneous Compensation Schedule 7-2 effective November 13, 2024.
25. Add the title of “Assistant Chief Financial Officer” to Grade 15, effective December 10, 2024.
26. Add the title of “Election and Census Manager” to Grade 8, effective December 10, 2024.
27. Add the title of “Recreation Operations Manager” to Grade 8, effective December 10, 2024.
28. Reclassify the title “Financial Manager/Accountant” from Grade 12 to Grade LP-13 effective February 12, 2025.
29. Add the title of “Lead Swim Coach” to Miscellaneous Compensation Schedule 7-2, effective December 10, 2024.
30. Make all other changes to the Classification and Compensation Plan voted by the Personnel Board between February 12, 2025, and the date the 2025 Annual Town Meeting concludes.

The Town Manager has authority to create and modify positions throughout the fiscal year. Titles and salary ranges are determined using the Town’s established classification system. Under the Personnel Bylaw, the Personnel Board is authorized to approve temporary changes in the Classification and Compensation Plans, pending ratification of such actions at the next Town Meeting. Actions already taken appear in the Warrant; if additional actions are taken by the Personnel Board after the close of the Warrant, notice will be filed with the Town Clerk and details will be presented at Town Meeting.

Article Sponsor	Personnel Board
Article Motion	Mr. Mracheck moves that the Town take affirmative action on Article 4 as printed in the Warrant, with the addition of the following action taken subsequent to the closing of the Warrant: <ul style="list-style-type: none"> • Add the title of "Human Services Generalist" to Grade 6, effective March 12, 2025.
Article Webpage	https://concordma.gov/3908/Article-4---Ratify-Personnel-Board-Class
Board/Committee Recommendations	Select Board: Affirmative Action

RATIFY PERSONNEL BOARD CLASSIFICATION & COMPENSATION PLAN
Consent Calendar

ARTICLE 5. To determine whether the Town will amend the existing Classification and Compensation Plan for regular-status Town positions by adopting the following schedules to become effective February 12, 2025, or take any other action relative thereto:

CLASSIFICATION AND COMPENSATION PLAN
Revision Date: February 12, 2025

Hourly rates control calculations; Annual rates illustrate base compensation at 40 hours per week for 52 weeks.

Grade	Classification Title	Maximum	Base Pay Rates		
			Minimum	Mid-Point	
18	Chief Financial Officer Deputy Town Manager	<i>Annual</i>	\$138,174	\$165,807	\$193,440
		<i>Hourly</i>	\$66.43	\$79.72	\$93.00
17	Assistant Town Manager Chief Information Officer Director of Public Works Fire Chief Police Chief	<i>Annual</i>	\$129,126	\$154,950	\$180,773
		<i>Hourly</i>	\$62.08	\$74.50	\$86.91
16	Director of Community Development Director of Human Resources Director of Library Services	<i>Annual</i>	\$120,682	\$144,820	\$168,958
		<i>Hourly</i>	\$58.02	\$69.63	\$81.23
15	Assistant Chief Financial Officer Assistant Fire Chief Building Commissioner Facilities Manager Highway & Grounds Superintendent Recreation Director Police Captain Town Engineer Water/Sewer Superintendent	<i>Annual</i>	\$112,778	\$135,335	\$157,893
		<i>Hourly</i>	\$54.22	\$65.07	\$75.91
14	Public Health Director Special Projects Manager/Systems Manager Town Accountant Town Assessor	<i>Annual</i>	\$102,045	\$122,450	\$142,854
		<i>Hourly</i>	\$49.06	\$58.87	\$68.68

13	Assistant Town Engineer Assistant Water/Sewer Superintendent Beede Center General Manager Emergency Communications Center Manager IT Operations Manager Natural Resources Director Police Lieutenant Council on Aging Director Town Planner	<i>Annual</i> <i>Hourly</i>	\$97,178 \$46.72	\$116,615 \$56.07	\$136,053 \$65.41
12	Assistant Director of Library Services Assistant Facilities Manager Assistant Highway & Grounds Superintendent Customer Service Manager Town Clerk	<i>Annual</i> <i>Hourly</i>	\$92,539 \$44.49	\$111,051 \$53.39	\$129,563 \$62.29
11	Assistant Council on Aging Director Assistant Human Resources Director Assistant Recreation Director Budget & Purchasing Director Business Manager Deputy Treasurer/ Collector GIS Program Manager Operations Manager Sustainability Director	<i>Annual</i> <i>Hourly</i>	\$88,150 \$42.38	\$105,778 \$50.86	\$123,406 \$59.33
10	Childcare Services Manager Master Plumber/ HVAC Technician Media Manager Municipal Archivist/Records Manager Procurement Manager Public Health Nurse Public Works Supervisor Senior Public Works Engineer	<i>Annual</i> <i>Hourly</i>	\$85,259 \$40.99	\$102,305 \$49.19	\$119,350 \$57.38
9	Assistant Natural Resources Director Aquatics Manager Communications Manager Community Services Coordinator Customer Service Supervisor Economic Vitality Manager Energy Efficiency & Electrification Coordinator Environmental Health & Safety Manager Local Inspector Risk & Compliance Programs Manager Senior Environmental & Regulatory Coordinator Senior Public Health Inspector Senior Treatment Systems Operator Social Services Supervisor Tourism Manager	<i>Annual</i> <i>Hourly</i>	\$80,434 \$38.67	\$96,522 \$46.41	\$112,611 \$54.14
8	Assistant Assessor Assistant Town Accountant Assistant Town Clerk	<i>Annual</i> <i>Hourly</i>	\$75,899 \$36.49	\$91,073 \$43.79	\$106,246 \$51.08

	Assistant Treasurer Associate Financial Manager/Accountant Crew Leader Election and Census Manager Electrical Inspector HVAC Technician Land Manager Management Analyst Master Electrician/ Crew Leader Public Works Engineer Recreation Operations Manager Senior Financial Analyst Senior GIS Analyst Senior Information Systems Technician Senior Master Mechanic Senior Planner Senior Utility Electrician				
7	Business Systems Analyst Aquatics Supervisor Facilities Custodial Supervisor GIS Analyst Management Specialist Production Manager Program Analyst Public Health Inspector Recreation Facilities Coordinator Recreation Supervisor Senior Facilities/Landscape Maintainer Treatment Systems Operator Utility Electrician	<i>Annual</i> <i>Hourly</i>	\$71,573 \$34.41	\$85,894 \$41.30	\$100,214 \$48.18
6	Community Engagement Manager Energy Efficiency & Electrification Specialist Executive Assistant to the Select Board Executive Assistant to the Town Manager Human Resources Generalist Information Systems Technician Membership Coordinator Office Administrator Payroll & Finance Generalist Senior Producer & Education Coordinator Skilled Carpenter	<i>Annual</i> <i>Hourly</i>	\$67,704 \$32.55	\$81,245 \$39.06	\$94,786 \$45.57
5	Environmental & Regulatory Coordinator Equipment/Line Operator Geriatric Health Nurse GIS Technician Maintenance & Warehouse Coordinator Office Accountant Office Coordinator Outreach Coordinator Project & Procurement Coordinator Senior Meter Technician Senior Producer	<i>Annual</i> <i>Hourly</i>	\$64,459 \$30.99	\$77,355 \$37.19	\$90,251 \$43.39

	Water/Sewer System Maintainer				
4	Accounts Payable Specialist Associate Engineer Customer Services Specialist Meter Technician Senior Administrative Specialist Senior Finance Specialist	<i>Annual</i> <i>Hourly</i>	\$61,402 \$29.52	\$73,684 \$35.43	\$85,966 \$41.33
3	Administrative Specialist Finance Specialist Fitness Trainer	<i>Annual</i> <i>Hourly</i>	\$58,490 \$28.12	\$70,190 \$33.75	\$81,890 \$39.37
2	Program Coordinator Customer Support Specialist Senior Building Custodian Senior Crew Member Senior Van Driver	<i>Annual</i> <i>Hourly</i>	\$55,702 \$26.78	\$66,841 \$32.14	\$77,979 \$37.49
1	Building Custodian Crew Member Finance Assistant Office Assistant	<i>Annual</i> <i>Hourly</i>	\$53,040 \$25.50	\$63,648 \$30.60	\$74,256 \$35.70
LP-17	Director of Concord Municipal Light Plant	<i>Annual</i> <i>Hourly</i>	\$170,955 \$82.19	\$205,140 \$98.63	\$239,325 \$115.06
LP-16	(No positions in grade)	<i>Annual</i> <i>Hourly</i>	\$148,637 \$71.46	\$178,370 \$85.76	\$208,104 \$100.05
LP-15	Assistant Director of Concord Municipal Light Plant	<i>Annual</i> <i>Hourly</i>	\$129,251 \$62.14	\$155,106 \$74.57	\$180,960 \$87.00
LP-14	Broadband Manager Power Supply & Rates Administrator	<i>Annual</i> <i>Hourly</i>	\$121,763 \$58.54	\$146,120 \$70.25	\$170,477 \$81.96
LP-13	Lead Electrical Engineer Line Supervisor Financial Manager/ Accountant	<i>Annual</i> <i>Hourly</i>	\$113,797 \$54.71	\$136,552 \$65.65	\$159,307 \$76.59
LP-12	Lead Lineworker	<i>Annual</i> <i>Hourly</i>	\$106,371 \$51.14	\$127,639 \$61.37	\$148,907 \$71.59
LP-11	Electrical Engineer Senior Network Engineer	<i>Annual</i> <i>Hourly</i>	\$99,403 \$47.79	\$119,278 \$57.35	\$139,152 \$66.90
LP-10	Lineworker, Grade 1	<i>Annual</i> <i>Hourly</i>	\$96,595 \$46.44	\$115,918 \$55.73	\$135,242 \$65.02
LP-9	Network Engineer	<i>Annual</i> <i>Hourly</i>	\$89,877 \$43.21	\$107,848 \$51.85	\$125,819 \$60.49

LP-8	Lead Broadband Technician Meter Supervisor Senior Engineering Technician	<i>Annual</i> <i>Hourly</i>	\$83,595 \$40.19	\$100,318 \$48.23	\$117,042 \$56.27
LP-7	Lineworker, Grade 2 Senior Broadband Technician	<i>Annual</i> <i>Hourly</i>	\$77,771 \$37.39	\$93,319 \$44.87	\$108,867 \$52.34
LP-6	Broadband Technician	<i>Annual</i> <i>Hourly</i>	\$67,704 \$32.55	\$81,245 \$39.06	\$94,786 \$45.57
LP-5	Lineworker, Grade 3	<i>Annual</i> <i>Hourly</i>	\$64,459 \$30.99	\$77,355 \$37.19	\$90,251 \$43.39
LP-4	<i>(No positions in grade)</i>	<i>Annual</i> <i>Hourly</i>	\$61,402 \$29.52	\$73,684 \$35.43	\$85,966 \$41.33
LP-3	<i>(No positions in grade)</i>	<i>Annual</i> <i>Hourly</i>	\$58,490 \$28.12	\$70,190 \$33.75	\$81,890 \$39.37
LP-2	<i>(No positions in grade)</i>	<i>Annual</i> <i>Hourly</i>	\$55,702 \$26.78	\$66,841 \$32.14	\$77,979 \$37.49
LP-1	<i>(No positions in grade)</i>	<i>Annual</i> <i>Hourly</i>	\$53,040 \$25.50	\$63,648 \$30.60	\$74,256 \$35.70

(End of new Classification and Compensation Plan)

Consistent with the Personnel Bylaw's purpose of maintaining an equitable and efficient system of personnel administration, the Town engaged GovHR in August 2022 to undertake a comprehensive study and redesign of our Classification & Compensation Plan to ensure that 1) uniform salary ranges are based on responsibilities and requirements of each job; 2) equal pay is provided for equal work; and 3) employee compensation is both internally equitable and externally competitive. As part of this redesign, GovHR consultants provided the Town with a new scoring methodology for job classification which was used to evaluate and analyze positions. This scoring methodology is used consistently whenever a new position is added or when a request is made to reclassify a position, in order to maintain integrity of the plan developed by GovHR in 2022, and ensure fair and equitable pay. Pay ranges for each grade have not changed since the plan was voted by 2024 Annual Town Meeting; the only changes are those to additions/deletions of positions or reclassified positions as detailed in the Article.

Article Sponsor	Personnel Board
Article Motion	Mr. Mrachek moves that the Town take affirmative action on Article 5 as printed in the Briefing Book, with the addition of the following action taken subsequent to the closing of the Warrant: <ul style="list-style-type: none"> Human Services Generalist, Grade 6.
Article Webpage	https://concordma.gov/3909/Article-5---Ratify-Personnel-Board-Class

Board/Committee Recommendations	Select Board: Affirmative Action
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FISCAL YEAR 2025 BUDGET LINE ITEM ADJUSTMENTS
No Motion Expected

ARTICLE 6. To determine whether the Town will amend appropriations made under Article 8 of the 2024 Annual Town Meeting, Town Budget; or take any other action relative thereto.

*The Town's FY24 budget was appropriated in fourteen (14) distinct line items. Adjustments to these line-item totals may only be made through subsequent Town Meeting action or at the end of the fiscal year with the approval of the Select Board and Finance Committee, under the authority granted in Mass. Gen. Laws Ch. 44, § 33B. This article seeks approval to make certain line-item adjustments to rebalance the budget to account for actual spending, while maintaining the total appropriation of \$59,674,465. This article does **not** seek a supplemental appropriation and approval of this article will **not** increase total FY24 spending.*

Article Sponsor	Chief Financial Officer
Article Motion	No motion anticipated
Article Webpage	https://concordma.gov/3910/Article-6---Fiscal-Year-2025-Budget-Line
Board/Committee Recommendations	Finance Committee: N/A Select Board: N/A

FISCAL YEAR 2026 TOWN BUDGET

ARTICLE 7. To determine whether the Town will raise and appropriate or transfer from available funds, the sum of \$62,630,061, or any other sum, for the necessary and expedient purposes of the Town for the fiscal year ending June 30, 2026, as detailed in the chart published on the Town's website and incorporated in the Town Meeting Briefing Book;

And further, that the Town Manager be authorized to turn in or sell at public auction surplus equipment, the amount allowed or received therefore to be applied against the purchase of new equipment;

That the appropriation for Salary Reserve under Line Item 10 shall be transferred by the Town Manager to the various salary line items in accordance with Non-Union salary levels established effective July 1, 2025 and the implementation of the Non-Union merit pay plan in accordance with Section 10.2 (2) of the Personnel Bylaws, and any and all collective bargaining agreements in effect for FY26; and

That the Town authorize the funds to be expended from the Title 5 Septic Loan Betterment Reserve Account to meet the loan payments to the Massachusetts Clean Water Trust due and payable during FY2026;

or take any other action relative thereto.

<u>Town Government Operating Budget</u>					
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
General Government					
1	A	Town Manager's Office	\$ 730,350	\$ 864,166	\$ 773,505

	B	Human Resources	\$ 573,682	\$ 481,562	\$ 522,658
	C	Information Systems (Technology)	\$ 1,757,756	\$ 1,828,904	\$ 1,735,498
	D	Town Meetings & Reports	\$ 95,400	\$ 100,000	\$ 122,100
	E	Facilities Administration	\$ 1,930,088	\$ 2,077,139	\$ -
	F	Parks & Playgrounds	\$ 216,727	\$ 110,848	\$ -
	G	Resource Sustainability	\$ 125,000	\$ 140,000	\$ 149,725
	H	Economic Vitality & Tourism	\$ -	\$ -	\$ 338,073
	I	Adjustments	\$ (515,402)	\$ -	\$ -
		Sub-total:	\$ 4,913,601	\$ 5,602,619	\$ 3,641,559
2	A	Legal Services	\$ 450,000	\$ 400,000	\$ 400,000
		Total: General Government	\$ 5,363,601	\$ 6,002,619	\$ 4,041,559
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Finance					
3	A	Finance Administration	\$ 647,927	\$ 756,342	\$ 650,010
	B	Treasurer/Collector	\$ 466,957	\$ 476,700	\$ 492,272
	C	Accounting	\$ 367,594	\$ 392,374	\$ 514,449
	D	Assessors	\$ 434,957	\$ 442,730	\$ 488,760
	E	Town Clerk	\$ 464,499	\$ 457,834	\$ 492,931
	F	Elections	\$ 80,714	\$ 60,289	\$ 57,661
	G	Registrar	\$ 11,165	\$ 13,458	\$ 14,315
		Total: Finance	\$ 2,473,813	\$ 2,599,727	\$ 2,710,398
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Planning and Land Management					
4	A	Planning Administration	\$ 661,933	\$ 631,968	\$ 663,781
	B	Natural Resources	\$ 449,610	\$ 456,982	\$ 440,897
	C	Inspections	\$ 593,097	\$ 608,664	\$ 628,923
	D	Health	\$ 561,895	\$ 598,077	\$ 563,463
	E	Economic Vitality & Tourism	\$ 235,721	\$ 329,887	\$ -
	F	141 Keyes Road	\$ 3,600	\$ 3,143	\$ -
		Total: Planning & Land Management	\$ 2,505,856	\$ 2,628,721	\$ 2,297,065
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Human Services					
5	A	Library	\$ 2,490,316	\$ 2,505,138	\$ 2,669,176
	B	Senior Services			
		B1. Senior Services	\$ 652,076	\$ 670,851	\$ 669,891

		B2. Harvey Wheeler Community Center	\$ 65,342	\$ 67,277	\$ 134,807
	C	Human Services	\$ 93,350	\$ 97,738	\$ 209,679
	D	Veteran Services	\$ 86,647	\$ 84,525	\$ 95,082
	E	Ceremonies & Celebrations	\$ 63,600	\$ 63,422	\$ 70,150
		Total: Human Services	\$ 3,451,331	\$ 3,488,951	\$ 3,848,785
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Public Safety					
6	A	Police Department	\$ 5,219,135	\$ 5,232,210	\$ 5,688,493
	B	Animal Control Officer	\$ 29,260	\$ 29,393	\$ 30,900
	C	Police-Fire Station	\$ 52,918	\$ 40,406	\$ -
	D	Fire Department	\$ 6,611,011	\$ 6,789,002	\$ 6,916,152
	E	Emergency Management	\$ 14,550	\$ 14,194	\$ 14,700
	F	West Concord Fire Station	\$ 1,563	\$ 1,691	\$ -
		Total: Public Safety	\$ 11,928,437	\$ 12,106,896	\$ 12,650,246
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Public Works					
7	A	Public Works Administration	\$ 422,120	\$ 458,696	\$ 402,388
	B	Engineering	\$ 701,634	\$ 693,132	\$ 698,698
	C	Highway Administration	\$ 1,805,133	\$ 2,031,753	\$ 2,040,154
	D	Winter Maintenance	\$ 655,500	\$ 655,500	\$ 655,500
	E	Parks & Trees	\$ 992,220	\$ 873,271	\$ 1,036,106
	F	Cemetery	\$ 273,790	\$ 282,838	\$ 270,596
	G	133/155 Keyes Road	\$ 68,088	\$ 75,000	\$ -
	H	Street Lighting	\$ 40,310	\$ 42,029	\$ 79,703
	I	Facilities Administration	\$ -	\$ -	\$ 1,929,240
	J	Parks & Playgrounds	\$ -	\$ -	\$ 56,318
		Total: Public Works	\$ 4,958,795	\$ 5,112,219	\$ 7,168,703
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Unclassified					
8		Employee Wellness	\$ 75,000	\$ 25,000	\$ 25,000
9		Reserve Fund	\$ 200,000	\$ 200,000	\$ 200,000
10		Salary Reserve Fund	\$ 755,000	\$ 581,506	\$ 737,133
		Total: Unclassified	\$ 1,030,000	\$ 806,506	\$ 962,133
Town Government					
Town Government Total			\$ 31,711,833	\$ 32,745,639	\$ 33,678,889

Please see Appendix A for Lines 11-13 of the Budget Chart, which were mistakenly omitted.

The Town Budget Article provides for all General Fund (tax-supported) Town operations and activities organized by Town Charter under the direction of the Town Manager. The total appropriation presented here for consideration for Town Meeting approval meets the Finance Committee’s guideline set for FY26. The text above also makes certain other appropriation from Stabilization and Enterprise Funds, as well as authorizes certain other transfers.

Article Sponsor	Town Manager
<p>Article Motion</p>	<p>Ms. Hartman moves that that the Town raise and appropriate the sum of \$62,630,061, plus the sum of \$1,000,000 to be transferred from Article 24 – CMS Stabilization Fund, and transfer the following amounts:</p> <ul style="list-style-type: none"> • \$285,443 from the Cemetery Fund; • \$319,272 from the Sewer Fund; • \$925,930 from the Water Fund; • \$662,446 from the Light Fund; • \$147,536 from the Solid Waste Fund; • \$60,003 from the Swim & Fitness Fund; • \$37,214 from the Telecom Fund; • \$1,606 from PEG Access Fund; • \$1,650,000 from the Pension Reserve Fund; • \$142,161 from the Recreation Fund; • \$4,500 from the Transportation Network Fund; and <p>for a total appropriation under Article 7 of \$63,630,061, as printed in the Briefing Book, Items 1 – 14 for the necessary and expedient purposes of the Town for the Fiscal Year ending June 30, 2026, and that the same be expended only for such purposes under the direction of the Town Manager; and further, that the Town Manager is authorized to turn in or sell at public auction surplus equipment, the amount allowed or received therefore to be applied against the purchase of new equipment; and that the appropriation for Salary Reserve under Line Item 10 shall be transferred by the Town Manager to the various salary line items in accordance with Non-Union salary levels established effective July 1, 2025 and the implementation of the Non-Union merit pay plan in accordance with Section 10.2 (2) of the Personnel Bylaws, and any and all collective bargaining agreements in effect for FY2026; and further that the Town authorize the funds to be expended from the Title 5</p>

	Septic Loan Betterment Reserve Account to meet the loan payments to the Massachusetts Clean Water Trust due and payable during FY2026.
Article Webpage	https://concordma.gov/3911/Article-7---Fiscal-Year-2026-Town-Budget
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

DEBT EXCLUSION FOR ROAD MAINTENANCE

ARTICLE 8. To see if the Town will appropriate a sum not to exceed \$27,500,000 (Twenty-Seven Million, Five Hundred Thousand dollars), to be expended under the direction of the Town Manager, for the costs to fund the Town’s Five-Year Road Maintenance Program, including, without limitation, the costs of engineering, design, site preparation, construction, landscaping, paving, traffic signalization improvements, and pedestrian and bicycle improvements, and all other costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; that to meet this appropriation the Treasurer, with the approval of the Select Board, is authorized to borrow \$27,500,000, or any other sum, under and pursuant to Mass. Gen. Laws c. 44, §7(1), or pursuant to any other enabling authority; provided, however, that this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by Mass. Gen. Laws. c.59, § 21C (Proposition 2½) amounts required to pay the principal of and interest on the borrowing authorized by this vote; or take any other action relative thereto.

Concord Public Works has developed a comprehensive and strategic investment plan to address the town's road improvement and pedestrian safety needs. By investing approximately \$5.5M per year over the next five years, the Town will recover from a decade of underfunding of pavement management associated with our roads and sidewalks, while providing for complimentary safety elements for pedestrians and cyclists. The goal for the 5-year frontloading of investment is to achieve a higher condition of pavement which can then be maintained at this condition with a more predictable and sustainable annual spending plan thereafter.

Article Sponsor	Public Works Commission
Article Motion	Mr. Weber moves that the Town appropriate the sum of \$27,500,000 (Twenty-Seven Million, Five Hundred Thousand dollars), to be expended under the direction of the Town Manager, for the costs to fund the Town’s Five-Year Road Maintenance Program, including, without limitation, the costs of engineering, design, site preparation, construction, landscaping, paving, traffic signalization improvements, and pedestrian and bicycle improvements, and all other costs incidental or related thereto; and to meet this appropriation the Treasurer, with the approval of the Select Board, is authorized to borrow \$27,500,000, under and pursuant to Mass. Gen. Laws c.44, §7(1), or pursuant to any other enabling authority; provided, however, that this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by Mass. Gen. Laws. c.59, § 21C (Proposition 2½) amounts required to pay the principal of, and interest on the borrowing authorized by this vote.

	NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3915/Article-8---Debt-Exclusion-for-Road-Main
Town Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action Transportation Advisory Committee: Affirmative Action (see letter of support)

Supplemental Materials – Article 8 – Debt Exclusion for Road Maintenance

Letter of Support from the Transportation Advisory Committee:

Concord’s Transportation Advisory Committee strongly supports passage of Concord 2025 ATM Article 8.

Since shortly after its inception, the Transportation Advisory Committee has stated that the quality of our roads and sidewalks is of primary importance for the mobility of all residents. Poor road quality can be annoying to drivers of motor vehicles, but pavement defects can be disastrous for cyclists and pedestrians.

Continuing the current level of expenditure for our 108 miles of roads will only result in rapidly deteriorating road conditions and a dramatically higher future cost of repair.

A multi-year funding authorization will enable the Town to pursue a more efficient and cost-effective multi-year approach to project planning and implementation. This approach will also enable the Town to respond quickly to grant funding opportunities.

In addition, there has been consistent community feedback about the need for road, sidewalk, and crossing safety improvements. The Transportation Advisory Committee, the Public Works Commission, the Concord Public Works staff, and consultants are collaborating to identify safety projects at priority locations that utilize funding specifically authorized for bicycle and pedestrian safety improvements.

TAC supports the goal of Article 8 to enable the Town to move to a more predictable and sustainable (lower cost) annual spending plan.

FY2026 CAPITAL IMPROVEMENT AND DEBT PLAN

ARTICLE 9. To determine whether the Town will raise and appropriate, or transfer from available funds, or authorize the Town Treasurer with the approval of the Select Board to borrow by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44, § 7, a sum as specified in Tier One (Capital Outlay) and a sum as specified in Tier Two (Borrowed Funds) of the FY2026 Capital Improvement and Debt Plan, for a total of \$6,280,000, or any other sum, in accordance with the plan posted on the Town’s website and included in the Town Meeting Briefing Book, to be expended under the direction of the Town Manager; or take any other action relative thereto.

This article authorizes the FY2026 Capital Improvement and Debt Plan, all of which will be funded within the existing Levy Limit. The FY2026 Capital Improvement and Debt Plan is proposed to be funded

through cash outlay, the issuance of debt, and/or transferring remaining balances in previously authorized debt articles where these balances are no longer needed for their original intended purpose. Items included in this plan include both Tier One (single item or bundled items, up to \$250,000) and Tier Two (single item, \$250,000 - \$2,000,000) capital purchases. The full FY2026 Capital Improvement and Debt Plan will be posted on the Town's website under the tab for 2025 Annual Town Meeting, presented at pre-Town Meeting hearing before the Finance Committee on Thursday, April 10, 2025, and included in the Town Meeting Briefing Book to be mailed to all households.

Article Sponsor	Town Manager
Article Motion	Ms. Hartman moves that the Town raise and appropriate the sum of \$2,656,950 and authorize the Town Treasurer with the approval of the Select Board to borrow by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44, § 7 or § 8, or any other enabling authority, the sum of \$3,685,800 for a total appropriation of \$6,342,750, to fund the FY26 Capital Improvement and Debt Plan, as printed in the Warrant, such funds to be expended under the direction of the Town Manager. NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3916/Article-9---Fiscal-Year-2026-Capital-Imp
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

CONCORD PUBLIC SCHOOLS OPERATING BUDGET

ARTICLE 10. To determine whether the Town will appropriate the sum of \$47,632,034, or any other sum, for the necessary and expedient purposes of the public schools of the Town for the fiscal year ending June 30, 2026; and that the same be expended only for such purposes and under the direction of the Concord School Committee; and further that an additional sum of \$69,906, or any other sum, be transferred from Free Cash, said sum representing the specific amount anticipated to be received by the Town in June 2025, on behalf of Concord Public Schools, through the McKinney-Vento Homeless Transportation program, for the purpose of reimbursing additional transportation expenses arising from students residing at the temporary housing shelter at 740 Elm St, Concord, MA, such sum requiring further municipal appropriation by Town Meeting; or take any other action relative thereto.

This article provides for the annual operating budget for Concord Public Schools, which serves students in pre-school, kindergarten, and grades 1 to 8, as well as for the transfer to the schools of state funds received to reimburse transportation costs for students temporarily housed in Concord. The budget appropriation presented for Town Meeting approval is aligned with the spending guideline established by the Finance Committee in December 2024.

Article Sponsor	Concord School Committee
Article Motion	Ms. Rankin moves that the Town take affirmative action on Article 10 as printed in the Warrant.
Article Webpage	https://concordma.gov/3917/Article-10---Concord-Public-Schools-Oper
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

CONCORD PUBLIC SCHOOLS CAPITAL BUDGET

ARTICLE 11. To determine whether the Town will raise and appropriate, or transfer from available funds, or authorize the Town Treasurer with the approval of the Select Board to borrow money by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44, the sum of \$941,570, or any other sum, to be expended under the direction of the School Committee for remodeling, construction, reconstructing or making extraordinary repairs, including original equipment and related work at various Concord Public School buildings, and further that any premium received by the Town upon the sale of any bonds or notes approved by the vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Mass. Gen. Laws c. 44, § 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

This article provides for a capital appropriation for Concord Public Schools, which serves students in pre-school, kindergarten, and grades 1 to 8. The funding will support the various capital projects necessary to maintain and improve the district's schools, buildings, grounds, and related equipment and infrastructure.

Article Sponsor	Concord School Committee
Article Motion	Ms. Rankin moves that the Town raise and appropriate the sum of \$291,570, and authorize the Town Treasurer with the approval of the Select Board to borrow by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44, § 7 or § 8, or any other enabling authority, the sum of \$650,000 for a total appropriation of \$941,570 to fund the FY26 Capital Improvement and Debt Plan, as printed in the Warrant, such funds to be expended under the direction of the Town Manager. NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3918/Article-11---Concord-Public-Schools-Capi
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT BUDGET

ARTICLE 12. To determine whether the Town will raise and appropriate, or transfer from available funds, the sum of \$27,209,557, or any other sum, as the Town's apportioned share of the Concord-Carlisle Regional School District budget for the fiscal year ending June 30, 2026; and that the same be expended only for such purposes and under the direction of the Concord-Carlisle Regional School Committee; or take any other action relative thereto.

This article provides Concord's share ("assessment") of the annual operating budget for the Concord-Carlisle Regional School District.

Article Sponsor	Concord School Committee
Article Motion	Ms. Anderson moves that the Town raise and appropriate the sum of \$27,209,557 as the Town's apportioned share of the Concord-Carlisle Regional School District budget for the fiscal year ending June 30,

	2026; and that the same be expended only for such purposes and under the direction of the Concord-Carlisle Regional School Committee.
Article Webpage	https://concordma.gov/3919/Article-12---Concord-Carlisle-Regional-S
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

AMENITIES BUILDING

ARTICLE 13. To determine whether the Town will authorize the borrowing of \$1,417,655 to be expended under the direction of the Concord-Carlisle Regional School Committee, for the purpose of constructing an amenities building with public restrooms and concessions space, including without limitation the costs of engineering, design, site preparation, excavation, subsurface materials, and construction, and all other costs incidental or related thereto, at the Concord-Carlisle High School located at 500 Walden Street, Concord, Massachusetts; to determine whether this appropriation shall be raised by borrowing or otherwise; that to meet this appropriation the Treasurer, with the approval of the School Committee, is authorized to borrow up to the appropriated amount pursuant to Mass. Gen. Laws. c. 71, § 16, and Mass. Gen. Laws. c. 71, § 14 (D), or any other enabling authority; provided, however, that this approval shall be contingent upon passage of a Proposition 2 ½ debt exclusion referendum under Mass. Gen. Laws. c. 59 § 21C(k), and that any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Mass. Gen. Laws. c. 44, § 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

The proposed amenities building will provide permanent accessible ADA compliant restrooms at CCHS Memorial Field and a small space for concessions. Providing ADA-compliant restrooms is not just a legal obligation but also will make Memorial Field and its events more accessible, welcoming, and inclusive for all attendees. Various options were considered; the selected option is expected to have a useful life of fifty years, and will be the most durable and cost effective option over the long term.

Article Sponsor	Town Manager
Article Motion	Ms. Rovelli moves that the Town appropriates \$1,417,655 to be expended at the direction of the Concord-Carlisle Regional School District School Committee, for the purpose of constructing an amenities building with public restrooms and concessions space, including without limitation the costs of engineering, design, site preparation, excavation, subsurface materials, and construction, and all other costs incidental or related thereto, at the Concord-Carlisle High School located at 500 Walden Street, Concord, Massachusetts; that to meet this appropriation the Treasurer, with the approval of the Select Board, is authorized to borrow up to the appropriated amount pursuant to Mass. Gen. Laws. c. 44, § 7(1), or any other enabling authority; provided, however, that this approval shall be contingent upon passage of a Proposition 2½ debt exclusion referendum under Mass. Gen. Laws. c. 59 § 21C(k). NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3920/Article-13---Amenities-Building
Board/Committee Recommendations	Finance Committee: Affirmative Action – 7-5 Select Board: Report at Town Meeting

NON-RESIDENT TUITION REVOLVING FUND
Consent Calendar

ARTICLE 14. To determine whether the Town will accept Mass. Gen. Laws, c. 71, § 71F and authorize establishment of a Non-Resident Tuition Revolving Fund; or take any other action relative thereto.

This article will establish a fund that will enable Concord Public Schools to accept students from other towns, to attend Concord schools on a tuition basis, and to offset a portion of program expenses with these tuition revenues. This is intended primarily for special education programs, and is anticipated result in some cost savings, and also to provide a larger peer group for students in our special education programs.

Article Sponsor	Concord School Committee
Article Motion	Ms. Rankin moves that the Town take affirmative action on Article 14 as printed in the Warrant.
Article Webpage	https://concordma.gov/3921/Article-14---Non-Resident-Tuition-Revoly
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

FACILITIES RENTAL REVOLVING FUND
Consent Calendar

ARTICLE 15. To determine whether the Town will accept Mass. Gen. Laws, c. 71, § 71E and authorize establishment of a Facilities Rental Revolving Fund for Concord Public Schools Facilities; or take any other action relative thereto.

This article will establish a fund that will enable Concord Public Schools to align revenues with expenses for facilities rentals, by applying facilities rental frees to this revolving fund, to offset costs related to outside rentals, such as utilities usage and custodial costs, and building maintenance and repairs.

Article Sponsor	Concord School Committee
Article Motion	Ms. Rankin moves that the Town take affirmative action on Article 15 as printed in the Warrant.
Article Webpage	https://concordma.gov/3922/Article-15---Facilities-Rental-Revolving
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

AUTHORITY TO CONTRACT FOR UP TO FIVE YEARS FOR SELECTED ITEMS
Consent Calendar

ARTICLE 16. To determine whether the Town will authorize the Concord Public School Committee to approve contracts for (1) the leasing of school buses for up to five years; and (2) licenses and subscriptions for curriculum materials for up to five years in accordance with Mass. Gen. Laws, c. 30B, § 12(b), or any other enabling legislation; or take any other action relative thereto.

Municipal contracts are typically authorized for three years, with some exceptions, unless further authorization is provided by Town Meeting. This article will extend the contract terms for curriculum materials and buses leases to five-year terms. This article will enable the district take advantage of price discounts that are often offered by curriculum providers for contracts beyond three years. Bus leases are

typically financed over a five-year period, and this article will enable the district to maintain that practice without separate annual articles at each Town Meeting.

Article Sponsor	Concord School Committee
Article Motion	Ms. Rankin moves that the Town take affirmative action on Article 16 as printed in the Warrant.
Article Webpage	https://concordma.gov/3923/Article-16---Authority-to-Contract-for-U
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

MINUTEMAN REGIONAL TECHNICAL HIGH SCHOOL DISTRICT BUDGET
Consent Calendar

ARTICLE 17. To determine whether the Town will raise and appropriate, or transfer from available funds, the sum of \$1,772,373, or any other sum, for the necessary and expedient purposes of the Minuteman Regional Technical High School District for the fiscal year ending June 30, 2026; or take any other action relative thereto.

This article provides Concord's assessed share of the annual operating budget for the Minuteman Regional Technical High School District. Each of the member town assessments is calculated by a formula established pursuant to the regional agreement. Concord's enrollment at Minuteman is currently 38 students. The formula for assessments relies in part upon a rolling 4-year average of enrollment for member communities.

Article Sponsor	Concord Representative of the Minuteman Regional School Committee
Article Motion	Mr. Ledoux moves that the Town take affirmative action under Article 17 in the amount of \$1,772,373 as the Town's apportioned share of the Minuteman Regional Technical High School District budget for the fiscal year ending June 30, 2026; and that the same be expended only for such purposes and under the direction of the Minuteman Regional Technical High School District School Committee.
Article Webpage	https://concordma.gov/3924/Article-17---Minuteman-Regional-Technica
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

CREATION OF CAPITAL AND DEBT STABILIZATION FUNDS

ARTICLE 18. To determine whether the Town will establish (a) a Debt Stabilization Fund; and (b) transfer a sum, from Free Cash to said Capital Stabilization Fund; as authorized by Massachusetts General Laws c. 40, § 5B; or take any other action relative thereto.

This article seeks Town Meeting approval to create a Capital Stabilization Fund and Debt Stabilization Fund and transfer from Free Cash an amount of money to set aside for future capital and debt projects/expenses.

Article Sponsor	Chief Financial Officer
Article Motion	Mr. Dahlberg moves that the Town take affirmative action on Article 18 to: 1. create a Debt Stabilization Fund for the purpose of offsetting the debt associated with future capital projects;

	<p>2. transfer to the Debt Stabilization Fund the sum of \$500,000 from the Certified Free Cash Balance as of July 1, 2024;</p> <p>3. create a Capital Stabilization Fund for the purpose of funding future capital projects; and</p> <p>4. transfer to the Capital Stabilization Fund the sum of \$100,000 from the Certified Free Cash Balance as of July 1, 2024,</p> <p>as authorized under Mass. Gen. Laws c. 40, § 5B.</p>
Article Webpage	https://concordma.gov/3925/Article-18---Creation-of-Capital-and-Deb
Board/Committee Recommendations	Finance Committee: Report at Town Meeting Select Board: Report at Town Meeting

APPROPRIATION TO GENERAL STABILIZATION FUND

ARTICLE 19. To determine whether the Town will transfer from Available Funds, the sum of money, to the General Stabilization Fund; or take any other action relative thereto.

This article seeks Town Meeting approval to transfer from Free Cash an amount of money to set aside to fund future capital projects.

Article Sponsor	Chief Financial Officer
Article Motion	Mr. Dahlberg moves that the Town transfer the sum of \$1,093,584 from the Certified Free Cash Balance as of July 1, 2024 to the General Stabilization Fund.
Article Webpage	https://concordma.gov/3926/Article-19---Appropriation-to-General-St
Board/Committee Recommendations	Finance Committee: Report at Town Meeting Select Board: Report at Town Meeting

OPEB TRUST FUND APPROPRIATION *Consent Calendar*

ARTICLE 20. To determine whether the Town will raise and appropriate, or transfer from available funds, the sum of \$1,467,851, or any other sum, to the Other Post-Employment Benefits (OPEB) Liability Trust Fund established under Mass. Gen. Laws c. 32B, § 20; or take any other action relative thereto.

Best practice suggests that both the General Fund and Enterprise Fund contributions to the OPEB Trust Fund should be appropriated by Town Meeting. Based upon the results of the January 1, 2024, OPEB Liability Valuation Report (GASB Statements No. 74 and 75), the following contributions will be made to the OPEB Trust Fund in FY26: General Fund, \$1,401,347; Light Fund, \$50,761; and Broadband Fund, \$15,743. Based, again, upon the results of the January 1, 2024, valuation, no annual contributions are required from the Water, Sewer or Swim & Fitness Enterprise Funds.

Article Sponsor	Chief Financial Officer
Article Motion	Mr. McKennitt moves that the Town raise and appropriate the sum of \$1,467,851 to the Other Post-Employment Benefits (OPEB) Liability Trust Fund established under Mass. Gen. Laws c. 32B, § 20.
Article Webpage	https://concordma.gov/3927/Article-20---OPEB-Trust-Fund-Appropriati
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

OPEB TRUST FUND EXPENSE
Consent Calendar

ARTICLE 21. To determine whether the Town will appropriate a sum of money from the Other Post-Employment Benefits (OPEB) Liability Trust Fund established under Mass. Gen. Laws c. 32B, § 20, for OPEB Fund expenses, and further to authorize the Trustee of the OPEB Fund to employ reputable and knowledgeable investment consultants to assist in determining appropriate investments and to pay for those services from the OPEB Fund; or take any other action relative thereto.

Similar to the previous article, best practice is that all Trust Fund expenses should be appropriated and paid directly from the Fund rather than deducting them from earnings. Further, under Mass. Gen. Laws c. 32B, § 20, Town Meeting must specifically authorize the Trustee's employment of any and all investment consultants.

Article Sponsor	Chief Financial Officer
Article Motion	Mr. McKennitt moves that the Town vote to appropriate the sum of \$275,000 from the Other Post-Employment Benefits Liability Trust Fund (OPEB Fund) established under Mass. Gen. Laws c. 32B, § 20, for OPEB Fund expenses, and further to authorize the Trustee of the OPEB fund to employ reputable and knowledgeable investment consultants to assist in determining appropriate investments and pay for those services from the OPEB Fund.
Article Webpage	https://concordma.gov/3928/Article-21---OPEB-Trust-Fund-Expense
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

RETIREMENT BOARD STIPENDS

ARTICLE 22. To see if the Town will accept the provisions of Mass. Gen. Laws c. 32, § 20(6) to provide a stipend to members of Concord Retirement Board of not more than \$4,500 per year paid from funds under the control of the Retirement Board; or take any other action relative thereto.

This article is inserted in the warrant at the request of the Concord Retirement Board. By taking favorable action on this Article, the Town will accept a local option which pays the stipend available to members of the Concord Retirement Board. Chapter 176 of the Acts of 2011, An Act Providing for Pension Reform and Benefit Modernization, ("the Act"), substantively changed the retirement plan for public employees in Massachusetts by adjusting retirement benefits and by providing significant enhancements to the governance and operations of the Commonwealth's retirement boards.

With reference to governance of retirement boards, the Act requires that all retirement board members follow enhanced procurement requirements and apply increased fiduciary oversight of the retirement system's investments. Under the Act, retirement board members are required to complete mandatory education and training and must file annual statements of financial interests and acknowledgements of compliance with the conflict of interest and retirement laws. Penalties for non-compliance are substantial, and non-compliance may be considered a breach of fiduciary obligations for which a Board member would be personally liable.

In recognition of the increased responsibilities and accountability of retirement board members, the Legislature has provided a local option amendment to Mass. Gen. Laws. c. 32 § 20(6) which sets the

stipend to be paid to board members from funds under the control of the Retirement Board in an amount "not less than \$3,000 and not more than \$4,500 per year."

Article Sponsor	Retirement Board
Article Motion	Mr. Fulton moves that the Town take affirmative action on Article 22 as printed in the Warrant.
Article Webpage	https://concordma.gov/3929/Article-22---Retirement-Board-Stipends
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

ACCEPTANCE OF THE HERO ACT

ARTICLE 23. To see if the Town will accept the provisions of Mass. Gen. L. Chapter 59, § 5, Clause 22I as created by Chapter 178 of the Acts of 2024, commonly referred to as the "HERO Act", which if accepted, would increase the amount of tax exemption granted to veterans beginning in Fiscal Year 2026, on their domiciles under Mass. Gen. Laws c. 59, § 5, Clauses 22, 22A, 22B, 22C, 22E and 22F annually by a cost-of-living adjustment (COLA) determined by the Department of Revenue (DOR) based on the consumer price index (CPI); or take any other action relative thereto.

This article would authorize additional tax exemptions for disabled veterans. The additional monies will come from the FY26 Overlay account and are not reimbursed from the state.

Article Sponsor	Board of Assessors
Article Motion	Dr. Tilley moves that the Town take affirmative action on Article 23 as printed in the Warrant.
Article Webpage	https://concordma.gov/3930/Article-23---Acceptance-of-the-HERO-Act
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

TRANSFER FROM MIDDLE SCHOOL STABILIZATION FUND ***Consent Calendar***

ARTICLE 24. To determine whether the Town will transfer from the Middle School Stabilization Fund a sum of money to be used by the Board of Assessors to reduce the tax levy for the fiscal year ending June 30, 2026; or take any other action relative thereto.

This article seeks Town Meeting approval to transfer from the Middle School Stabilization Fund the amount of \$1,000,000 to smooth the FY26 tax impact of the debt service associated with the Middle School Construction project.

Article Sponsor	Chief Financial Officer
Article Motion	Ms. Rovelli moves that the Town vote to transfer the sum of \$1,000,000 from the Middle School Stabilization Fund, to be used by the Board of Assessors to reduce the tax levy for the fiscal year ending June 30, 2026, to offset the debt associated with the school construction project.
Article Webpage	https://concordma.gov/3931/Article-24---Transfer-from-the-Middle-Sc
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

TRANSFER OF PEABODY SCHOOL AND APPROPRIATE FUNDS

ARTICLE 25. To determine if the Town will authorize the transfer of care, custody, management, and control of three parcels of land known collectively as the “Peabody School Properties” and comprised of 1231 Old Marlboro Road (Parcel ID 3000), 78 Old Pickard Road (Parcel ID 2999), and 68B Powder Mill Road (Parcel ID 2991-7), to the Select Board, and to further authorize a transfer from Free Cash, in the amount of \$100,000, or any other amount, to be expended under the direction of the Town Manager to fund operational and maintenance costs associated with the building and land for the fiscal year ending June 30, 2026; or take any other action relative thereto.

The Town opened the new Ellen Garrison Building at the Concord Middle School on February 24, 2025, officially replacing both the Sanborn and Peabody Middle School buildings. As a result, the Sanborn Middle School is slated for demolition, and the Peabody Middle School is no longer needed by Concord Public Schools.

This article proposes transferring the care, custody, management, and control of the Peabody School Properties—comprising three parcels at 1231 Old Marlboro Road, 78 Old Pickard Road, and 68B Powder Mill Road—to the Select Board. This transfer will allow the Town to assume responsibility for the property while evaluating future needs and opportunities. Additionally, the article authorizes a transfer from Free Cash to cover operational and maintenance costs for the property in Fiscal Year 2026.

Article Sponsor	Town Manager
Article Motion	Ms. Ackerman moves that the Town take affirmative action on Article 25 to authorize the transfer of care, custody, management, and control of three parcels of land known collectively as the “Peabody School Properties” and comprised of 1231 Old Marlboro Road (Parcel ID 3000), 78 Old Pickard Road (Parcel ID 2999), and 68B Powder Mill Road (Parcel ID 2991-7), from the Concord Public Schools to the Select Board, and further to authorize a transfer from the Certified Free Cash Balance as of July 1, 2024, in the amount of \$83,000, to be expended under the direction of the Town Manager to fund operational and maintenance costs associated with the building and land for the fiscal year ending June 30, 2026. NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3932/Article-25---Transfer-of-Peabody-School-
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

**GENERAL BYLAW AMENDMENT: LEASING OF LAND BY
SELECT BOARD AND TOWN MANAGER
Consent Calendar**

ARTICLE 26. To determine whether the Town will amend the Leasing of Land Bylaw as follows; or take any other action relative thereto (changes shown in **bold italics** or ~~strikeout~~ for clarity purposes only):

LEASING OF LAND BY SELECT BOARD AND TOWN MANAGER

A. The Town Manager is authorized to solicit, award and enter into lease or license agreements for the use of land owned by the Town for a period of up to **thirty (30)** ~~ten (10)~~ years, inclusive of any renewal, extension or option provision, subject to approval by the Select Board, but without the necessity for further authorization by Town Meeting.

B. Nothing herein shall be construed to limit the Town’s, the Town Manager’s, or the Select Board’s authority to solicit, award and enter into such a lease or license agreement for a longer term pursuant to any applicable law, including, without limitation: (1) G.L. c. 40, § 3, authorizing the Select Board to enter into leases for the use of municipal buildings for a period of up to thirty (30) years; (2) Chapter 331 of the Acts of 1981 permitting Town Meeting to authorize leases of public buildings and lands for a period of up to forty (40) years; and (3) any action by Town Meeting authorizing the Town Manager or the Select Board to enter into a specific lease or license, or category of leases or licenses.

This article would amend the General Bylaw adopted by 2017 Annual Town Meeting under Article 12 to authorize the Town Manager, with the approval of the Select Board, to approve leases of land for up to thirty years without the need for a separate Town Meeting approval. Any such approval would have to occur in a public meeting of the Select Board.

Article Sponsor	Select Board
Article Motion	Mr. McKennitt moves the Town take affirmative action on Article 26 as printed in the Warrant.
Article Webpage	https://concordma.gov/3933/Article-26---General-Bylaw-Amendment-Lea
Board Recommendation	Select Board: Affirmative Action

REMOTE PARTICIPATION AT ANNUAL AND SPECIAL TOWN MEETINGS

ARTICLE 27. To determine whether the Town will authorize the Select Board to petition the General Court for special legislation substantially in the form below and to authorize the Select Board to approve amendments to said legislation by the General Court before its enactment that are within the general objectives of this Article; or take any other action relative thereto:

“An Act Authorizing Remote Participation at Town Meetings and Special Town Meetings in the Town of Concord”

SECTION 1. Notwithstanding chapter 39 of the General Laws, or any other general or special law or charter provision to the contrary, the Town of Concord may hold Town Meetings and Special Town Meetings with voters located in a common, physical location in-person, fully remotely or through a hybrid of a remote and in-person format.

SECTION 2. Any Town meeting held completely remotely or in hybrid form in accordance with this act shall be recorded and the recording shall be made available for public viewing on the town’s website, or another publicly available video platform for at least 30 days following the conclusion of the meeting. The recording shall also be a public record of the Town, subject to disclosure upon request.

SECTION 3. All actions taken at a remote or hybrid Town Meeting held in accordance with this act shall have the same effect as if the Town Meeting had been conducted entirely in person.

SECTION 4. This act shall take effect upon its passage.

This article would authorize the Select Board to petition the state legislature for special legislation allowing Concord to permit voters to participate and vote in town meetings remotely. Close to 80% of respondents in our Town Meeting Study Committee survey favored having this option. Technology to secure one-person-one-vote and assure only registered voters can participate is currently under development.

Allowing remote participation can remove a barrier to full Town Meeting participation for parents with small and school-age children, senior citizens, people who travel for work, and many others, making Town Meeting more user-friendly and representative.

Article Sponsor	Select Board
Article Motion	Mr. McKennitt moves that the Town take affirmative action on Article 27 as printed in the Warrant.
Article Webpage	https://concordma.gov/3934/Article-27---Remote-Participation-at-Ann
Board Recommendation	Select Board: Affirmative Action Town Meeting Study Committee: Affirmative Action

CITIZEN PETITION: RANKED CHOICE VOTING

ARTICLE 28. To determine whether the Town will reauthorize and request the Select Board to petition the General Court substantially in the form below for Home Rule Legislation to elect Town offices using Ranked Choice Voting or any other action relative thereto.

AN ACT RELATIVE TO RANKED CHOICE VOTING IN THE TOWN OF CONCORD

SECTION 1. RANKED CHOICE VOTING

(a) The terms below shall have the following meanings in this section.

"Batch elimination" is the simultaneous defeat of multiple candidates for whom it is mathematically impossible to be elected.

"Concluded ballot," a ballot that does not rank any continuing candidate or contains an overvote at the highest-ranked continuing candidate.

"Continuing candidate," a candidate who has not been defeated or elected.

"Election threshold," the number of votes sufficient for a candidate to be elected in a multi-seat election. It is calculated by dividing the total number of votes counting for continuing candidates in the first round by the sum of the number of seats to be elected and 1, disregarding any fractions, and then adding 1.

"Highest-ranked continuing candidate," the continuing candidate with the highest ranking on a voter's ballot. Where a ballot omits one or more rankings, the next highest ranking shall be used for determining the highest-ranked continuing candidate.

"Plurality voting," the voting system in which the candidate receiving the most votes is declared the winner, even if such candidate does not receive a majority of the votes cast in the election.

"Ranked choice voting," a method of casting and tabulating ballots in which voters rank candidates for office in order of preference.

"Last-place candidate," (i) the candidate with the lowest vote total in a round of the ranked-choice voting tabulation; or (ii) a candidate that is defeated in batch elimination.

"Overvote," a circumstance in which a voter ranks more than 1 candidate at the same ranking.

"Ranking" means the number or the numeric ranking assigned on a ballot by a voter to a candidate to express the voter's preference for that candidate. Ranking number 1 shall be the highest ranking, ranking number 2 shall be the next-highest ranking, and so on.

"Surplus fraction," the number equal to the difference between an elected candidate's vote total and the election threshold, divided by the candidate's vote total.

"Transfer value," the proportion of a vote that a ballot will count to its highest-ranked continuing candidate. Each ballot shall begin with a transfer value of 1. If a ballot counts to the election of a candidate under subsection (d), it receives a lower transfer value.

(b) All town offices shall be elected by ranked choice voting, except for a single-seat office when the number of certified candidates is less than or equal to 2, or a multi-seat office when the number of certified candidates is less than or equal to the number of seats to be elected. Plurality voting shall be used when ranked choice voting cannot be conducted. Ranked choice voting elections shall be tabulated in rounds pursuant to this section.

(c) In any single-seat election with ranked choice voting, each round shall begin by counting the number of votes for each continuing candidate. Each ballot shall count as 1 vote for its highest-ranked continuing candidate. Concluded ballots shall not be counted for any continuing candidate. If no candidate receives a majority of the first-choice votes cast, an instant runoff shall be conducted. In each round of the instant runoff, the vote on each continuing ballot for each continuing candidate shall be counted. Each continuing ballot shall count as one vote for the highest-ranked continuing candidate on that continuing ballot. Each round shall end with 1 of the following 2 outcomes:

(1) If there are more than 2 continuing candidates, the last-place candidate shall be defeated or the last-place candidates shall be defeated in batch elimination and a new round shall begin; or

(2) If there are 2 continuing candidates, the candidate with the fewest votes shall be defeated, the candidate with the most votes shall be elected, and tabulation shall be complete.

(d) In any multi-seat election with ranked choice voting, each round shall begin by counting the number of votes for each continuing candidate. Each ballot shall count for its highest-ranked continuing candidate. Concluded ballots shall not count for any continuing candidate. In the first round only, the election threshold shall then be calculated. If no candidate reaches the election threshold, an instant runoff shall be conducted. In each round of the instant runoff, the vote on

each continuing ballot for each continuing candidate shall be counted at its current transfer value. Each continuing ballot shall count as one vote for the highest-ranked continuing candidate on that continuing ballot. Each round shall end with 1 of the following 3 outcomes:

(1) If at least 1 continuing candidate has more votes than the election threshold, then all such candidates shall be elected. Each ballot counting for an elected candidate shall be assigned a new transfer value by multiplying the ballot's current transfer value by the surplus fraction for the candidate. Each elected candidate shall be deemed to have a number of votes equal to the election threshold in all future rounds. If the number of elected candidates is equal to the number of seats to be filled then tabulation is complete. Otherwise, a new round shall begin;

(2) If no continuing candidate has more votes than the election threshold and the sum of the number of elected candidates and continuing candidates is more than the sum of the number of seats to be elected and 1, the last-place candidate shall be defeated or the last-place candidates shall be defeated in batch elimination, and a new round shall begin; or

(3) Otherwise, the continuing candidate with fewest votes shall be defeated, all other continuing candidates shall be elected, and tabulation is complete.

(e) Batch elimination shall apply to the largest possible group of continuing candidates such that the sum of the votes of candidates in the group is less than the individual number of votes of every continuing candidate not in the group, and provided that the number of continuing candidates not in the group is at least 1 more than the remaining number of positions to elect.

(f) If there is a tie between the continuing candidates receiving the fewest votes in any round other than the first round, the candidate with the fewest votes in the prior round shall be defeated. If the continuing candidates remain tied, this process shall be repeated using the votes from the next closest previous round, until either one continuing candidate has fewer votes or there are no more previous rounds to examine.

(g) The Town Clerk may make any changes to the ranked choice voting ballot and tabulation process necessary to ensure the integrity and smooth functioning of the election, provided that ranked choice voting shall still be used and the fewest number of changes are made to achieve such purpose.

SECTION 2. This act shall take effect upon its passage, with the provision there are at least 64 days until the next election, to allow for proper implementation.

REVISED FORM OF PROPOSED HOME RULE LEGISLATION
TO BE MOVED AT ANNUAL TOWN MEETING:

AN ACT RELATIVE TO RANKED CHOICE VOTING IN THE TOWN OF CONCORD

SECTION 1. RANKED CHOICE VOTING

(a) For the purposes of this section, the following terms shall, unless the context clearly requires otherwise, have the following meanings:.

"Concluded ballot," a ballot that does not rank any continuing candidate or contains an overvote at the highest-ranked continuing candidate.

"Continuing candidate," a candidate who has not been defeated.

"Highest-ranked continuing candidate," the continuing candidate with the highest ranking on a voter's ballot. Where a ballot omits one or more rankings, the next highest ranking shall be used for determining the highest-ranked continuing candidate.

"Overvote," a circumstance in which a voter ranks more than 1 candidate at the same ranking.

"Ranking" means the number assigned on a ballot by a voter to a candidate to express the voter's preference for that candidate. Ranking number 1 shall be the highest ranking, ranking number 2 shall be the next-highest ranking, and so on.

(b) All elected town offices shall be elected by ranked choice voting, except for a single-seat offices when the number of candidates printed on the ballot is less than or equal to 2, or multi-seat offices when the number of candidates printed on the ballot is less than or equal to the number of seats to be elected. Ranked choice voting elections shall be tabulated in rounds pursuant to this section.

(c) In any single-seat election, each round shall begin by counting each ballot as 1 vote for its highest-ranked continuing candidate. Concluded ballots shall not be counted for any continuing candidate. Each round shall proceed sequentially as follows:

(1) If there are 2 continuing candidates, the candidate with the most votes shall be elected, and tabulation shall be complete

(2) If there are more than 2 continuing candidates, the candidate with the fewest votes shall be defeated, and a new round shall begin.

(d) In any multi-seat election, the first seat shall be filled pursuant to the tabulation process established in subsection (c). The remaining seats shall be filled by repeated application of the tabulation process established in subsection (c); provided, however, that all rankings marked for candidates who have already been elected shall be disregarded and ballots shall be counted as 1 vote for their next highest-ranked continuing candidate.

(e) If 2 or more candidates are tied with the fewest votes such that tabulation cannot continue until the candidate with the fewest votes shall be defeated, the tied candidate with the fewest votes in the prior round shall be defeated. If the continuing candidates remain tied, this process shall be repeated using the votes from the next closest previous round, until either one continuing candidate has fewer votes or there are no more previous rounds to examine. The Town Clerk shall establish a method of tie-breaking that will be used if 2 or more candidates are tied with the fewest votes in the first round of tabulation.

(f) The Town Clerk shall have the authority to promulgate whatever rules are necessary to implement this act.

SECTION 2. This act shall take effect upon its passage, provided there are at least 90 days until the next election, to allow for proper implementation.

Ranked Choice Voting (RCV), also known as Single Transferable Vote, is a method of casting and tabulating ballots in which voters rank candidates for office in order of preference. This gives every voter one vote, regardless of the number of seats to be elected, producing the most representative outcomes. Cambridge and Easthampton, MA currently use RCV for local elections. Acton, Amherst, Brookline, Concord, Lexington and Northampton, MA are in the process of adoption.

Article Sponsor	Stephan Bader, Citizen Petitioner
Article Motion	Mr. Bader moves that the Town take affirmative action on Article 28 to reauthorize and request the Select Board to petition the General Court

	substantially in accordance with the REVISED FORM OF PROPOSED HOME RULE LEGISLATION printed in the Briefing Book for Home Rule Legislation to elect Town offices using Ranked Choice Voting.
Article Webpage	https://concordma.gov/3935/Article-28---Citizen-Petition-Ranked-Cho
Board Recommendation	Select Board: Affirmative Action

FEASIBILITY OF ACQUIRING 2229 MAIN STREET (NMI Starmet Site)
No Motion Expected

ARTICLE 29. To determine whether the Town will raise and appropriate or transfer from available funds a sum to be expended under the direction of the Town Manager, for the purpose of evaluating the feasibility of acquiring the property located at 2229 Main Street, Concord, MA; or take any other action relative thereto.

This article seeks funding to evaluate the feasibility of the Town acquiring 2229 Main Street, the former NMI/Starmet site. The Town has been considering the feasibility of acquiring the site for ten years, beginning in 2015 when a Special Town Meeting vote authorized the Select Board to acquire or take by eminent domain the property, subject to terms and conditions agreeable to the Select Board. Since then: four parties (2 corporations and 2 US Government agencies) entered into a Consent Decree to take responsibility for and to fund environmental clean-up at the site; two Town committees issued reports (in 2021 and 2024) with recommendations on reuse and development of the site by the Town; and the 2229 Main Street Oversight Committee has followed closely the progress of site clean-up since 2003. This year, following the 2229 Main Street Advisory Task Force recommendation that the Town move forward toward acquisition of the site, the Select Board voted to send a letter to U.S. EPA and U.S. Department of Justice conveying the Town's interest in entering into discussions to acquire the site. Funding is necessary in order to formally evaluate the feasibility of site acquisition.

Article Sponsor	Select Board
Article Motion	No motion anticipated
Article Webpage	https://concordma.gov/3936/Article-29---Feasibility-of-Acquiring-22
Board/Committee Recommendations	Finance Committee: N/A Select Board: N/A

AUTHORIZE GRANT OF EASEMENT TO VERIZON – 835-923 OLD MARLBORO ROAD
(CONCORD MIDDLE SCHOOL)
Consent Calendar

ARTICLE 30. To determine whether the Town will authorize the Select Board to grant or deed an easement, on terms and conditions acceptable to the Select Board, over a parcel of land owned by the Town at 835-923 Old Marlboro Road, for the purposes of providing and maintaining an easement for telecommunications services to Verizon New England Inc, and its successors and assigns; or take any other action relative thereto.

This article would authorize the Select Board to formalize an easement for Verizon to provide telecommunications services such as phone and internet to the new Concord Middle School on Old Marlboro Road. It was determined during construction that Verizon's prior telecommunications connections to the site were not documented in a recorded easement. This easement does not contemplate any new wireless communications towers or facilities, only typical conduits for wired communications.

Article Sponsor	Town Manager's Office
Article Motion	Mr. Howell moves that the Town take affirmative action on Article 30 as printed in the Warrant. NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3937/Article-30---Authorize-Grant-of-Easement
Board Recommendation	Select Board: Affirmative Action

SELECT BOARD TO ACCEPT EASEMENTS
Consent Calendar

ARTICLE 31. To authorize the Select Board, until July 1, 2026, to acquire on behalf of the Town easements for the following purposes: roads, sidewalks, vehicular, bicycle or pedestrian access or passage, water, drainage, sewer, fiber-optic cable, electricity and other utilities, where such easements are acquired at no cost to the Town and are required pursuant to a land use permit, site plan review, agreement for utility or drainage, agreement for construction, use, operation and maintenance of infrastructure, or memorandum of understanding; or take any other action relative thereto.

This general article allows the acceptance of easements by the Select Board, acquired at no cost to the town, throughout the year as they come up until the date specified in the article (in this case, July 1, 2026). This article also gives authorization for easement acceptance related to enterprise funds. This general article provides the flexibility to address land interests in project (public and private) development in a timelier fashion and reduces the need for temporary legal instruments.

Article Sponsor	Public Works Commission
Article Motion	Mr. Weber moves that the Town take affirmative action on Article 31 as printed in the Warrant.
Article Webpage	https://concordma.gov/3938/Article-31---Select-Board-to-Accept-Ease
Board Recommendation	Select Board: Affirmative Action

BETTERMENTS FOR TEMPORARY IMPROVEMENTS TO A PRIVATE WAY –
DARTON AND DOVER STREETS

ARTICLE 32. To determine whether the Town will raise and appropriate, transfer from available funds, or authorize the Town Treasurer, with the approval of the Select Board, to borrow by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44, or any other authority, the sum of \$350,000, or any other sum, for the purpose of making temporary repairs pursuant to the Town's *Private Ways in White Pond Watershed: Temporary Repairs Bylaw* for the purpose of mitigating regular flooding impacts identified near the intersection of Darton and Dover Streets, provided that such appropriation, transfer or borrowing, and all associated costs of the improvements, shall be repaid by property owners on the streets where the improvements are made, but that any bonds or notes issued pursuant to this Article shall be the general obligation of the Town, to be expended under the direction of the Town Manager; or take any other action relative thereto.

The intersection of Dover Street and Darton Street, both private roads located within the White Pond watershed is subject to recurring flooding issues which create egress as well as localized water quality

issues for nearby residents. In response to a petition submitted to the Public Works Commission, offered in accordance with the Private Ways in White Pond Watershed: Temporary Repairs Bylaw, Concord Public Works' Engineering Division has finalized a stormwater design and roadway restoration plan to address this flooding and related road condition problem. If the appropriation is approved, and the plan is accepted by abutters pursuant to the process described in the bylaw, the costs of construction and related services will be paid back through a betterment assessed by the Public Works Commission.

Article Sponsor	Public Works Commission
Article Motion	No motion anticipated
Article Webpage	https://concordma.gov/3939/Article-32---Betterments-for-Temporary-l
Board/Committee Recommendations	Finance Committee: Report at Town Meeting Select Board: Report at Town Meeting

MCI CONCORD – PLANNING

ARTICLE 33. To determine whether the Town will raise and appropriate or transfer from available funds a sum of money to be expended under the direction of the Town Manager, for the purpose of evaluating the feasibility of acquiring the existing MCI Concord Wastewater Treatment Plant or for general planning purposes associated with the MCI Concord; or take any other action relative thereto.

In January of 2024, the Governor's proposed FY25 Budget Plan indicated the Commonwealth was planning to close the MCI Concord prison (excluding Northeast Correctional Center ['The Farm']), including a provision that would conditionally allow the ownership of the WWTP to be transferred to the Town of Concord for public use. The wastewater treatment facility serving MCI Concord has a design capacity of 0.31 million gallons per day (MGD). Prison operations ceased on June 30, 2024, and inmate housing operations concluded on July 17, 2024.

On February 10, 2025, the Select Board voted to direct the Town Manager, the Town's Director of Public Works and Town Counsel to continue discussions with the Division of Capital Management & Maintenance ("DCAMM") on the terms of a mutually agreeable land disposition agreement (LDA). This article is being advanced to appropriate funding for the purposes of the Town's further due diligence regarding the Facility and negotiation of an LDA.

Taking ownership of MCI's Treatment Facility offers Concord an unusual and rare opportunity to provide a relief valve for wastewater treatment capacity constraints that have been unresolved within the Town for over 25 years. Such an opportunity will need to balance the Town's desire to meet the needs of economic growth and development interest by the community, while also serving the needs of the planned redevelopment of the 51 Acre site formerly occupied by MCI, as well as the needs of 'the Farm,' the State Police barracks, and the MassDOT Maintenance Facility, all located along Route 2.

Article Sponsor	Select Board
Article Motion	Mr. Howell moves that the Town transfer from Certified Free Cash Balance of July 1, 2024 the sum of \$250,000 for the purpose of evaluating the feasibility of acquiring the existing MCI Concord Wastewater Treatment Plant and for general planning purposes associated with the MCI Concord.
Article Webpage	https://concordma.gov/3940/Article-33---MCI-Concord---Planning
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

STORMWATER ENTERPRISE FUND EXPENDITURES
Scheduled as High Interest Article – Tuesday, June 3rd at 6:45 PM

ARTICLE 34. To determine whether the Town will appropriate the amount required for the total expenses of the Stormwater Enterprise Fund for the fiscal year ending June 30, 2026 for the operation of the Stormwater System, in accordance with Mass. Gen. Laws c. 44, § 53F½, to be expended under the direction of the Town Manager; or take any other action relative thereto.

The FY26 Stormwater Enterprise Fund Budget will be submitted by the Town Manager and reviewed at a public hearing of the Finance Committee May 1, 2025, and will also be published on the Town’s website under the 2025 Annual Town Meeting tab and in the Town Meeting Briefing Book.

Following approval of Article 16 of the 2024 Annual Town Meeting which formally established the Stormwater Utility Enterprise Fund and associated Bylaw, a comprehensive 10-year budget projection and associated fee for the Stormwater Utility have been developed. The projected annual FY26 budget of approximately \$1,062,800 is to address the town’s stormwater priorities allocated between capital and non-capital costs. The Public Works Commission has evaluated various fee structure options and plans on voting for the final rate schedule at the May 2025 PWC meeting. This vote will be contingent upon the voting in favor of this article for the FY26 Stormwater Enterprise Budget at the 2025 Annual Town Meeting. The Stormwater Utility Credit Policy designed to encourage property owners to minimize their impact on the municipal stormwater system by offering credits for approved stormwater management activities will also be formerly adopted by the PWC in May 2025. The work performed to date on establishing this enterprise is contained in the “Evaluation of a Stormwater Enterprise Fund report,” completed by Weston & Sampson and posted on the Town’s website.

Article Sponsor	Public Works Commission
Article Motion	Mr. Weber moves that the Town vote to appropriate the sum of \$1,062,800 from the Stormwater Enterprise Fund, said amount required for the total expenses of the Stormwater Enterprise Fund for the fiscal year ending June 30, 2026, for the operation of the Stormwater System, in accordance with Mass. Gen. Laws c. 44, §53F1/2, to be expended under the direction of the Town Manager.
Article Webpage	https://concordma.gov/3941/Article-34---Stormwater-Enterprise-Fund-
Board/Committee Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

Supplemental Materials – Article 34 – Stormwater Enterprise Fund Expenditures

**TOWN OF CONCORD MASSACHUSETTS
STORMWATER UTILITY ENTERPRISE FUND BYLAW**

1: General Provisions

A. Title. This bylaw shall be known as the "Stormwater Utility Enterprise Fund Bylaw of the Town of Concord, Massachusetts," hereinafter referred to as the "bylaw."

B. Purpose. The stormwater management program of the Town shall be funded by revenue collected through the stormwater fee and such other revenue as may, from time to time, be appropriated. The stormwater management program is designed to collect and treat stormwater to promote the health and safety of the public, to protect property from flooding and the damage caused by stormwater runoff, to protect and manage water quality by controlling the level of

pollutants in stormwater runoff, and to comply with federal and state stormwater management mandates and permits.

SECTION 2: Definitions The following words, terms and phrases, when used in this bylaw, shall have the meanings ascribed to them in this section, except where the context clearly requires a different meaning:

STORMWATER: The surface water runoff from precipitation, whether or not collected and discharged via pipes.

IMPERVIOUS SURFACE: Any material or structure on or above the ground that prevents water from infiltrating into the underlying soil, including without limitation roads, paved parking lots and driveways, sidewalks, and rooftops.

STORMWATER FEE: The user fee imposed pursuant to this bylaw by the Town of Concord for providing Stormwater Management.

STORMWATER MANAGEMENT: All services provided by the Town which relate to the:

- (1) Transfer, control, conveyance, treatment or movement of Stormwater runoff through Town-owned infrastructure;
- (2) Maintenance, repair, grading and replacement of existing Stormwater Management Systems and Facilities owned by the Town;
- (3) Planning, development, design and construction of additional Stormwater Management Systems and Facilities to meet current and anticipated needs, including grading of roads to facilitate the movement of Stormwater;
- (4) Regulation of the use of Stormwater Management services, systems and facilities;
- (5) Compliance with applicable local, state and federal Stormwater Management; and
- (6) Services addressing the quality of Stormwater runoff as well as the quantity thereof.

STORMWATER MANAGEMENT SYSTEMS AND FACILITIES: Natural and manmade channels, swales, ditches, rivers, streams, brooks, creeks, wetlands, branches, reservoirs, ponds, drainageways, drainage structures, conveyances, storm drains, catch basins, inlets, gutters, pipes, culverts, bridges, headwalls, storm sewers, lakes, outfalls, and other physical works, properties, and improvements that collect, transport, transfer, control, pump, treat, convey, detain, retain, dispose of, or otherwise influence the movement of Stormwater runoff.

SECTION 3: Responsibility for Stormwater Management The Concord Public Works shall be responsible for Stormwater Management and all Town owned or accepted Stormwater Management Systems and Facilities.

SECTION 4: Stormwater Utility Enterprise Fund A.

A Stormwater Fund shall be created to hold the revenue collected through Stormwater Fees and such other funds as may be appropriated or gifted to said Stormwater Utility Enterprise Fund from other sources, including grants and loans.

B. The Stormwater Utility Enterprise Fund may be used for any lawful Stormwater Management purpose including:

1. The acquisition by gift, purchase or condemnation of real and personal property, or interests therein necessary to construct, operate and maintain Stormwater Management Systems and Facilities;

2. All direct and indirect costs of the Town applicable to the administration and implementation of Stormwater Management programs pursuant to generally accepted accounting practices (GAAP); and
3. Inspection and enforcement pursuant to any applicable federal, state or Town law or regulation regarding Stormwater Management.

SECTION 5: Establishment of Stormwater Fees

- A. There shall be a fixed schedule of prices or rates established by the Public Works Commission which shall not be changed more often than once each year. Changes in rates shall not be made unless the proposed new rates are first published in a newspaper in general circulation in Concord, which may be an internet-based newspaper, and considered at a public hearing held for this purpose.
- B. The Director of Public Works shall, on an annual basis, recommend an annual budget for stormwater Management to the Town Manager for inclusion in the Annual Town Budget.
- C. The Stormwater Management budget shall, beginning no earlier than the fiscal year beginning July 1, 2025, include proposed Stormwater Fees established pursuant to the authority in Mass. Gen. 31 Laws c. 83, § 16, which, along with other revenues in the Stormwater Fund, are sufficient to pay for the Town's annual Stormwater Management budget, including operating and capital expenses.
- D. The Stormwater Fee shall be imposed on each parcel within the Town whether occupied or not, and whether owned by the Town, another public entity, or a private entity. The Stormwater Fee shall not be imposed on public streets, highways and public rights-of way.

SECTION 6: Billing, Stormwater Utility Enterprise Fund, Credits

- A. Stormwater Fees shall be billed at least annually and no more frequently than in twelve monthly increments, as determined by the Public Works Commission.
- B. The Town may impose a late fee for unpaid Stormwater Fees and may utilize any other remedy for enforcement of unpaid Stormwater Fees under applicable law.
- C. Failure of the Town to send a bill for Stormwater Fees shall not relieve a property owner from the obligation to pay Stormwater Fees.
- D. The Town may back bill for Stormwater Fees not previously billed in prior billing cycles, but may not bill for late fees or delinquency charges in connection with such back billing.
- E. Stormwater Fees shall be billed to the record owner of a property and may be consolidated in the same bill as is sent to a property owner for other services provided by the Town.
- F. The Public Works Commission shall develop a proposed Stormwater Management credit policy which shall provide credits or adjustments for Stormwater Fees to be applied to properties with Stormwater improvements made by the property owner, land retained without impervious surface, or properties based on an owner's income.

SECTION 7: Appeals

A. In the event a property owner believes that a Stormwater Fee applied to it has been incorrectly charged, the property owner may, within thirty (30) days of the issuance of an invoice for a Stormwater Fee, and after full payment of the Stormwater Fee charged, apply to the Concord Public Works for an abatement of all or part the Stormwater Fee. Such application shall be supported by such information as is necessary for a reasonable person to conclude that the Stormwater Fee was incorrectly charged.

B. Concord Public Works shall have sixty (60) days to consider an application for abatement and render a written decision approving or denying the application, in whole or in part.

C. A property owner aggrieved by Concord Public Works' denial of its application for an abatement under this Section 6 may request a hearing before the Public Works Commission within thirty (30) days of the date of the Concord Public Works' decision. The request for a hearing shall be in writing and shall specify the basis for the property owner's dispute of the Concord Public Works' decision.

D. The Public Works Commission shall set a date for a hearing which shall be within sixty (60) days of the filing of the appeals, and notice setting forth the place, date and time of hearing shall be sent to the property owner at least ten (10) day prior to the hearing date.

E. The Public Works Commission shall render a written decision within thirty (30) days of the conclusion of the hearing affirming the decision of the Concord Public Works or reversing the action in whole or in part and specifying the amount of Stormwater Fees (if any) to be paid or credited the property owner.

F. Nothing herein shall limit the ability of a property owner to seek an abatement of Stormwater Fees pursuant to the provisions of Mass. Gen. Laws c. 83, § 16E.

Adopted under Article 16, Town Meeting, April 2024

Public Works Commission Recommendations on Article 34

As a reminder, at last year's annual Town Meeting, the Town voted overwhelmingly to take affirmative action to create a Stormwater Enterprise Fund along with the adoption of an associated Bylaw (provided above). Granted in acknowledgment of the need to establish a stable and consistent funding source, this year's request is for the appropriation of funds for the much-needed maintenance and management of our aging drainage and stormwater infrastructure.

Concord's existing stormwater system includes over 171 culverts, 9 bridges over water, 3788 catch basins, 1640 manholes, and 62 Miles of pipes. The lack of investment in our stormwater system has become increasingly apparent. This issue has come to light partly due to identified failing infrastructure and partly due to increasing regulatory pressure requiring communities to assess these systems. Within the past few years, Concord has been subjected to two significant culvert failures, both requiring emergency response actions at an estimated cost exceeding \$ 1.5 million. These actions included repairing the Sawmill Brook culvert (under Monument Street) and the planned repair of the culvert under Baker Avenue (near the intersection of Macintosh Lane).

In keeping with last year's Town Meeting, the Public Works Commission (PWC) developed a budget and expects to approve the supporting fee structure required to begin tackling these

much-anticipated stormwater needs. The fee structure, which will receive final vetting and action by the Public Works Commission after a public hearing on May 14, 2025, is designed to allow for the collection of approximately \$1M of revenue. Presently, stormwater management and maintenance expenses, both planned and emergency, are financed entirely by taxpayers. It is important to note that over 90% of Concord's current tax base is residential. The proposed stormwater utility will distribute related expenses to all property owners, including tax-exempt private institutions and public agencies. The proposed cost redistribution will reduce the residential contribution from 90% to approximately 60% of the needed expenditures.

All properties will benefit from a properly managed and maintained stormwater system. Storm events are increasing in both duration and intensity. Failure to be proactive in our management efforts puts the town at an increasingly tenuous financial risk, while increasing risks for public health and safety.

In support of Article 34, the Public Works Commission urges you to take a moment to visit our website at <https://concordma.gov/3404/Stormwater-Utility> to learn more about Concord's Proposed Stormwater Utility. This article is an important matter that merits your understanding and support.



CITIZEN PETITION: PROTECT ORCHARD HOUSE FROM STORMWATER RUNOFF

ARTICLE 35. To determine whether the Town will vote to urge the Town Manager in consultation with the Public Works Commission and Historic Districts Commission, to take action to remedy the inundation of stormwater runoff impacting Louisa May Alcott's Orchard House resulting from changes to the grading and slope of Alcott Road in 2018.

Louisa May Alcott's Orchard House had no stormwater runoff issues until the reconstruction of Alcott Road altered its slope. Instead of directing runoff to the stormwater drainage system on the east side of Alcott Road, the new grading now channels water onto the apple orchard and surrounding land, resulting in the loss of two apple trees so far. We seek to work collaboratively with the Town to find a solution to this issue.

Article Sponsor	John Althouse, Citizen Petitioner
Article Motion	No motion anticipated
Article Webpage	https://concordma.gov/3942/Article-35---Citizen-Petition-Protect-Or
Board Recommendation	Select Board: Report at Town Meeting

CITIZEN PETITION: BAN SECOND-GENERATION ANTICOAGULANT RODENTICIDES (SGARs)

ARTICLE 36. To determine whether the Town will authorize the Select Board to petition the General Court for special legislation substantially in the form below:

That notwithstanding Chapter 132B of the General Laws or any other general or special law to the contrary, the Town of Concord may by ordinance prohibit the application of second-generation anticoagulant rodenticides within the Town of Concord, including application of such pesticides by licensed commercial applicators as defined in 333 C.M.R. 10.00, except as allowed by the Board of Health to remediate a public health condition; this act shall take effect upon its passage.

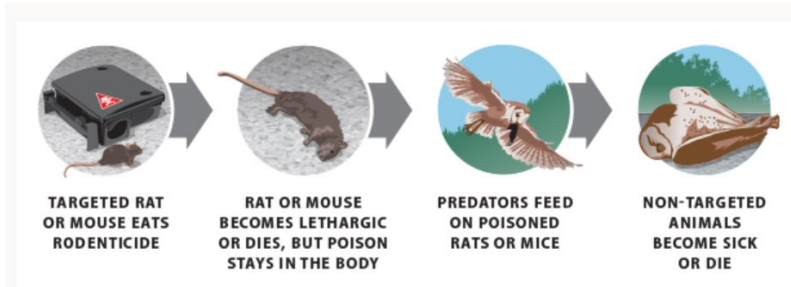
This article would authorize the Select Board to petition the State Legislature for special legislation authorizing the Town to ban the use of second-generation anticoagulant rodenticides (“SGARs”) on both public and private property. The use of SGARs presents a serious risk to both wildlife and domestic animals in Concord. SGARs are highly toxic, and their impact goes far beyond the targeted rodents. Non-target animals including birds of prey, wild mammals, pets, and even young children are often unintentionally exposed to these poisons through ingestion of poisoned rodents or contaminated carcasses or accidental consumption of SGARs themselves. Numerous published scientific studies have found that wildlife such as owls, hawks, coyotes, and foxes, which are crucial for controlling rodent populations naturally, can suffer fatal consequences when they consume rodents that have ingested SGARs. Rodents who have consumed SGARs can often live for several days after poisoning, making them easy prey for unsuspecting predators.

There are viable alternatives to SGARs that are both effective and safer for the community. For example, Concord Public Works uses RatX which does not make its way up the food chain. Integrated pest management strategies, such as rodent-proofing buildings, maintaining a clean environment, and setting snap traps, also can control rodent populations without resorting to dangerous poisons.

In taking the proposed action, the Town would encourage the adoption of safer, more sustainable practices and align itself with other progressive municipalities across the state that are taking action to reduce the harmful effects of these chemicals. A ban on use of SGARs would send a clear message that we are committed to creating a safe and responsible environment for both our people and the animals with whom we share it, fostering a healthier, more balanced relationship between humans and the natural world.

Article Sponsor	Meaghan Sinclair & Gwen Shipley, Citizen Petitioners
Article Motion	Ms. Sinclair moves that the Town take affirmative action on Article 36 as printed in the Warrant.
Article Webpage	https://concordma.gov/3943/Article-36---Citizen-Petition-Ban-Second
Board Recommendation	Select Board: Affirmative Action – 3-1-1

Supplemental Materials – Article 36 – Citizen Petition: Ban Second-Generation Anticoagulant Rodenticides (SGARs)



**VOTE YES ON 36
SO WE CAN BAN WILDLIFE
KILLING RODENT POISON**

Warrant Article 36

Please vote YES to pass a Home Rule Petition allowing us to ban a specific family of commercially-used rodent poisons in Concord. We can join 81 other MA towns in trying to ban these “SGARs”, including Arlington, Lexington, Newbury, Newton, and Plymouth. If passed, the state must consider allowing us to ban the commercial use of these harmful chemicals. Viable alternatives exist and these toxins are so dangerous that the Federal Government has already banned them for domestic/home purchase/use. Through this warrant article we hope to make Concord a safer place for wild animals, pets, and people.

**RODENT POISON IS KILLING
MORE THAN MICE AND RATS**

HELP KEEP US SAFE



Article 36: Ban Second-Generation Anticoagulant Rodenticides (SGARS)

Prohibited for personal use, but still allowed commercially and available for homeowners online

Widespread collateral damage to owls, hawks, and other wildlife

Harmful to pets and children

Vote YES, to petition the State to allow us to ban these toxins



SAVE CONCORD WILDLIFE
www.SaveConcordWildlife.org
info@saveconcordwildlife.org

Gwen Shipley (89 Wilson Road)
Meaghan Sinclair (785 Barretts Mill Road) Created 5/1/2025

Vote Yes on Article 36: Citizen petition to ban SGARs in Concord, MA

To determine whether the Town will authorize the Select Board to petition the General Court for special legislation substantially in the form below:

That notwithstanding chapter 132B of the general laws or any other general or special law to the contrary, the Town of Concord may by ordinance prohibit the application of second-generation anticoagulant rodenticides within the Town of Concord, including application of such pesticides by licensed commercial applicators as defined in 333 C.M.R. 10.00. except as allowed by the Board of Health to remediate a public health condition; this act shall take effect upon its passage.

What does this mean?

This article would authorize the Select Board to petition the State Legislature for special legislation authorizing the Town to ban the use of second-generation anticoagulant rodenticides (“SGARs”) on both public and private property. The use of SGARs presents a serious risk to both wildlife and domestic animals in Concord. SGARs are highly toxic, and their impact goes far beyond the targeted rodents. Non-target animals including birds of prey, wild mammals, pets, and even young children are often unintentionally exposed to these poisons through ingestion of poisoned rodents or contaminated carcasses or accidental consumption of SGARs themselves. Numerous published scientific studies have found that wildlife such as owls, hawks, coyotes, and foxes, which are crucial for controlling rodent populations naturally, can suffer fatal consequences when they consume rodents that have ingested SGARs. Rodents who have consumed SGARs can often live for several days after poisoning, making them easy prey for unsuspecting predators.

There are viable alternatives to SGARs that are both effective and safer for the community. For example, Concord Public Works uses the poison “RatX” which does not make its way up the food chain. Integrated pest management strategies, such as rodent-proofing buildings, maintaining a clean environment, and setting snap traps, also can control rodent populations without resorting to dangerous poisons.

In taking the proposed action, the town would encourage the adoption of safer, more sustainable practices and align itself with other progressive municipalities across the state that are taking action to reduce the harmful effects of these chemicals.

A ban on use of SGARs would send a clear message that we are committed to creating a safe and responsible environment for both our people and the animals with whom we share it, fostering a healthier, more balanced relationship between humans and the natural world.

What can you do? Call your pest control company and ask them to stop using SGARs on your property. Or switch to a company that is SGAR-Free (see our website for options).

Please vote YES on Article 36. By asking the State to allow us to ban these toxins, we take the first step. The owls and hawks and eagles and other wild animals will thank you!



ZONING BYLAW AMENDMENT: SECTION 7.7.2.4 JOINT PARKING FACILITIES AND SECTION 7.7.2.7 LOCATION

ARTICLE 37. To determine whether the Town will amend Zoning Bylaw Section 7.7.2.4 Joint parking facilities to (1) replace Section 7.7.2.4 and with a new Section 7.7.2.4 and (2) to amend Section 7.7.2.7 as follows (For Section 7.7.2.7 only, deletions are shown in grey highlight ~~strikeout~~ and changes or additions are shown in grey highlight ***bold italics*** for emphasis only. Where only a portion of a section is quoted, other sections shall remain unchanged) or take any other action relative thereto:

7.7.2.4 Joint parking facilities: Shared or joint use of off-street parking is strongly encouraged. Off-street parking facilities for two (2) or more buildings or uses may be provided and used collectively or jointly in any zoning district in which the separate uses would be permitted, subject to Site Plan Review and the following provisions:

(a) A written joint parking agreement approved as to form by the Planning Board and executed by all parties concerned prior to the issuance of an occupancy permit.

(b) Off-street parking spaces for one (1) building and/or use shall not be considered as providing the required spaces for another building and/or use, except when it can be clearly demonstrated that the need for parking occurs at different times. The Applicant may propose a reduction in off-street parking requirements based on an analysis hour by hour, or a credible combination of hours, of parking demand for non-competing uses. The establishment of parking demand will be based on the following characteristics:

i. The joint parking spaces for the uses shall be within six hundred (600) feet as measured from the subject building and/or uses to the parking spaces they serve.

ii. Evidence that parking demand values have been projected based on data published through the transportation engineering and planning profession such as, but not limited to, the latest edition of the Institute of Transportation Engineers (ITE) *Parking Generation* publication or the latest edition of the Urban Land Institute (ULI) *Shared Parking* publication. The Planning Board may allow for empirical parking demand data from comparable uses to be utilized where the data is found to be satisfactory by the Building Commissioner. The Planning Board may require review of such data by an Outside Consultant pursuant to MGL Ch. 44, Section 53G.

iii. Parking demand data by common non-competing uses shall be documented based on a joint parking demand hour-by-hour worksheet. The typical weekday, Saturday, and/or Sunday documentation for parking demand shall be defined for seasonal characteristics in consultation with the Planning Board based on the land use.

iv. The minimum allowable off-street parking spaces to service the building(s) and/or uses shall be equal to the largest of the sum land use totals by timeframe presented in the joint parking demand hour-by-hour worksheet.

(c) Reduction in the minimum parking requirement shall not pertain to individual land uses where assigned parking is in effect unless it can be demonstrated that the assigned parking occupant(s) are not affected by the use of joint parking in the corresponding spaces.

(d) If a lower number of parking spaces than the cumulative number of minimum required parking spaces defined in Table IV is approved, no change in any use shall thereafter be permitted without review and approval by the Building Commissioner of further documentation that the parking will remain adequate following occupancy of the new use(s) and receipt of an executed joint parking agreement by all parties. If the Building Commissioner determines that said documentation is not satisfactory or that additional parking spaces are required, then additional parking spaces shall be provided prior to the change in use.

(e) The approval of joint parking facilities may be rescinded, and additional parking shall be provided by the owners, in the event that the Planning Board, after notice and public hearing thereon, determines the joint use is resulting in a public nuisance or other adverse effects on the public health, safety, and welfare.

(f) Joint parking facilities may be located on separate lots subject to the provisions of Section 7.7.2.7.

7.7.2.7 Location Off-site parking: All required parking or loading spaces shall be provided on the same parcel of land occupied by the use or building to which it is appurtenant; provided, however, that where, in the opinion of the Planning Board, there are practical difficulties in satisfying the requirement for parking spaces and/or if the public safety and convenience would be served better by another **off-site** location, the Planning Board may authorize an alternative location **off site** for ~~nonresidential~~ parking subject to the following provisions:

(a) The property to be occupied as parking shall be in the same possession as the facility served either by deed, by easement, or by long-term lease. If the property is leased, the terms of the lease shall be subject to Planning Board approval as to form and length of time and a copy of the lease, **executed by all owners and tenants**, shall be filed with and made part of the application for a building or occupancy permit.

(b) ~~The distance between the use or building and its parking area shall not be more than six hundred (600) feet.~~ **The parking spaces for the use(s) shall be within six hundred (600) feet as measured from the subject building and/or uses to the parking spaces they serve.**

(c) The separated parking area shall not create unreasonable traffic congestion or create a hazard to pedestrians or vehicular traffic.

(d) The parking area shall be located on property zoned for the same or less restrictive use as the principal use being served by the parking.

The current Zoning Bylaw allows for a decrease in the minimum parking requirements up to 50% for joint parking facilities, but only for educational, religious, lodge and club, indoor amusement, and restaurant uses that are used jointly by banks, offices, retail stores, repair shops, service establishments, and other uses not normally open, used, or operated during similar hours. The Zoning Bylaw limits the overall decrease in the minimum parking requirements while also limiting the potential land uses that can utilize joint parking.

In July 2019, the Metropolitan Area Planning Council completed the Concord Parking Policy Analysis, which included a recommendation to “build on the existing joint parking bylaw to allow developers to build less on site if they can demonstrate how parking demand varies over the course of the day.”

This Zoning Bylaw amendment would allow any uses to utilize joint parking if it can be clearly demonstrated that larger levels of off-street parking are not truly needed based on credible industry parking demand data

and an hour-by-hour analysis. This analysis must show that the number of spaces that are proposed for all the uses can accommodate the highest hourly parking demand. If a business use changes, that change of use will not be permitted until the Building Commissioner receives a new hour-by-hour analysis that once again clearly demonstrates that there is sufficient parking.

In the event that a joint parking use is resulting in a public nuisance or other adverse effects on the public health, safety, and welfare, the approval of joint parking facilities may be rescinded, and additional parking shall be provided by the owners. If a property owner is unable to provide additional parking, the Planning Board can require operational changes for the joint uses that reduce the overall demand for parking. For joint uses, an example would be a change in the hours of operation to reduce overlap.

The benefits of this amendment are in line with the Town’s sustainability and economic vitality goals.

Article Sponsor	Planning Board
Article Motion	<p>Mr. Giddings moves that Town Meeting take affirmative action on Article #37 as printed in the Warrant with the following change:</p> <p>1. Inclusion in Section 7.7.2.4(d) the words “or tenant” following the phrases “change in any use” and following the phrase “occupancy of the new use(s)” so that Section 7.7.2.4(d) reads: (d) If a lower number of parking spaces than the cumulative number of minimum required parking spaces defined in Table IV is approved, no change in any use or tenant shall thereafter be permitted without review and approval by the Building Commissioner of further documentation that the parking will remain adequate following occupancy of the new use(s) or tenant and receipt of an executed joint parking agreement by all parties. If the Building Commissioner determines that said documentation is not satisfactory or that additional parking spaces are required, then additional parking spaces shall be provided prior to the change in use or tenant.</p> <p style="text-align: center;">NOTE: 2/3 VOTE REQUIRED</p>
Article Webpage	https://concordma.gov/3944/Article-37---Zoning-Bylaw-Amendment-Sect
Board Recommendations	<p>Planning Board: Affirmative Action Select Board: Affirmative Action</p>

ZONING BYLAW AMENDMENT: GENERAL HOUSEKEEPING – MULTIPLE SECTIONS
Consent Calendar

ARTICLE 38. To determine whether the Town will amend multiple sections of the Zoning Bylaw with corrections of clerical errors, clarifications of language, and housekeeping corrections for items such as spelling, grammar, syntax, and punctuation, as detailed below; or take any other action relative thereto.

For emphasis only, deletions are shown in grey highlight ~~strikeout~~ and changes or additions are shown in grey highlight ***bold italics***: here a portion of a section is quoted, other sections shall remain unchanged; and where a section is deleted subsequent sections are renumbered.

6. TABLE III – DIMENSIONAL REGULATIONS

Zoning Districts	Minimum Side Yard in Feet	Minimum Rear Yard in Feet
Business	0; None , except where a business or industrial use abuts a residential district, 10' of which 5' shall be a landscaped buffer along those side and rear lot lines which abut the residential district unless otherwise specified under site plan approval.	
Concord Center Business	0; None , except where a business or industrial use abuts a residential district, 10' of which 5' shall be a landscaped buffer along those side and rear lot lines which abut the residential district unless otherwise specified under site plan approval.	
Thoreau Depot Business	0; None , except where a business or industrial use abuts a residential district, 10' of which 5' shall be a landscaped buffer along those side and rear lot lines which abut the residential district unless otherwise specified under site plan approval.	
Nine Acre Corner Business	0; None , except where a business or industrial use abuts a residential district, 10' of which 5' shall be a landscaped buffer along those side and rear lot lines which abut the residential district unless otherwise specified under site plan approval.	
West Concord Business	0; None , except where a business or industrial use abuts a residential district, 10' of which 5' shall be a landscaped buffer along those side and rear lot lines which abut the residential district unless otherwise specified under site plan approval.	
West Concord Village	0; None , except where a business or industrial use abuts a residential district, 10' of which 5' shall be a landscaped buffer along those side and rear lot lines which abut the residential district unless otherwise specified under site plan approval.	

Zoning Districts	Minimum Front Yard in Feet ³
Industrial Park A and Industrial Park B	20' from the side lines of any private streets constructed as part of the development of a site and 100' from existing public ways. No parking areas may be placed closer than 30' from the side lines of any public way or 20' from the side lines of any private streets within the boundaries of the Industrial Park development.

Zoning Districts	Maximum Lot Coverage %
Limited Industrial Park #1 and Limited Industrial Park #2	35%, the same to include the gross ground floor area of all buildings and all paved areas.
Industrial Park A and Industrial Park B	50%, the same to include all paved areas and 20% maximum lot coverage by all structures.

4.2.2.2

- (l) The total gross floor area of all buildings on the lot shall conform to the maximum floor area ratio as required in Section 6.2.13; ~~and~~
- (m) The single-family dwelling or the additional dwelling unit shall not be used for a bed and breakfast under Section 5.3.15; ~~and~~

6.2.6 Front yards: Front yards shall be measured between the sideline of the right-of-way and the nearest point of any structure, with the exception of uncovered steps and ramps or ~~the construction of~~ walls and fences. In all cases, corner lots shall be considered to have two (2) front yards and two (2) side yards. A lot having frontage on two (2) streets shall have two (2) front yards, each of which shall comply with the requirements of the front yard provisions.

6.3.1 Single lot exemption: Any increase in area, frontage, width, yard or depth requirement of this Bylaw shall not apply to a lot for a single-family dwelling which, at the time of recording or endorsement, whichever occurs sooner, was not held in common ownership with any adjoining land, conformed to then-existing requirements and had less than the proposed requirements but at least five thousand (5,000) square feet of area and fifty (50) feet of frontage.

7.6.1.12 Treatment works: Any and all devices, processes and properties, real or personal, used in the collection, pumping, transmission, storage, treatment, disposal, recycling, reclamation, or reuse of waterborne pollutants, but not including any works receiving a hazardous waste from off the site of the works, ~~for the purpose of treatment, storage, or~~

disposal.

7.6.7.2

(d) Where a portion of the lot is located ~~partially~~ outside the Groundwater Conservancy District, site design shall, to the extent feasible, locate potential pollution sources, such as on-site disposal systems, outside the district boundaries.

TABLE IV MINIMUM PARKING	
Principal Use	Required Spaces
INDUSTRIAL USES:	
Repair garage	One (1) space per employee on the largest shift plus one (1) space per company vehicle kept on the premises.

7.7.3.12 Maintenance: Parking and loading facilities and landscaping shall be continuously maintained in good condition and appearance. Whenever necessary, surfacing, lighting, curbing, markings and plantings shall be repaired or replaced with new materials, and drainage structures shall be cleaned or replaced, in order to ensure continued compliance with the provisions of Section 7.7. Failure to maintain parking facilities properly shall be considered a violation of the Zoning Bylaw.

~~7.8.2.1 Act: The federal Telecommunications Act of 1996.~~

7.8.2.4 Antenna: A device that is attached to a tower, or other structure for transmitting and receiving electromagnetic waves.

7.8.4.2 General requirements:

- (j) No new tower for a personal wireless communication facility, shall be located within:
 - ii. One-thousand (1,000) feet, on a horizontal plane, ~~of~~ the structure of an existing single-family detached dwelling;
 - iii. One thousand (1,000) feet, on a horizontal plane, ~~of~~ any structure in an Historic District, or listed, or eligible to be listed, on the state or federal Register of Historic Places;

7.8.4.6 Approval criteria:

(g) that the applicant has agreed to rent or lease available space on the tower, under the terms of a fair-market lease, without discrimination to other personal wireless service providers. Any decision by the Board to deny a special permit under this Section shall be in conformance with the **Telecommunications Act of 1996**, in that it shall be in writing and supported by substantial evidence contained in a written record.

7.9.1 Purpose and Intent:

This section applies to large-scale ground-mounted solar photovoltaic installations proposed to be constructed after ~~April 2012~~ the effective date of this section. This section also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

7.9.3.1 Site plan review: Large-scale ground-mounted solar photovoltaic installations are subject to site plan review by the Planning Board. **An applicant seeking to install large-scale ground-**

mounted solar photovoltaic installations (“Applicant”) Proponents shall submit site plans showing:

7.9.3.2 Site control: ~~The project proponent~~ **The Applicant** shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed large-scale ground-mounted solar photovoltaic installations.

7.9.8.3 Financial Assurance: An Applicant seeking to install ~~Proponents of~~ large-scale ground-mounted solar photovoltaic installations shall be required to enter a covenant with the Planning Board to ensure adequate funds are available to provide for decommissioning and removal of the installation.

7.9.3.4 Operation & maintenance plan: ~~The Applicant project proponent~~ shall submit a plan for the operation and maintenance of the large-scale ground-mounted solar photovoltaic installation, which shall include measures for maintaining safe access to the installation, stormwater controls and general procedures for operations and maintenance of the installation.

9.2.3 Dimensional regulations. Except as provided in this ~~ss~~ subsection, all dimensions shall comply with the provisions of Section 6, Table III, Dimensional Regulations. However, to protect the surrounding neighborhood, the Planning Board may require that buildings within the development be set back from some or all of the boundaries of the original development tract. The required setback from such boundaries shall be no more than fifty (50) feet.

9.2.4.3 In all cases, a perpetual restriction of the type described in G.L. c. 184, sec. 31 (including future amendments ~~sthereto~~ and corresponding provisions of future laws) running to or enforceable by the Town shall be recorded in respect to such land. Such restriction shall provide that the open space shall be retained in perpetuity for one or more of the following uses: conservation, agriculture, recreation, or park. Such restriction shall be in such form and substance as the Planning Board shall prescribe and may contain such additional restrictions on development and use of the open space, as the Planning Board may deem appropriate.

10.2.3.3 Unit size: A variety of units shall be provided within the PRD, which may include dwelling units of one, two, three or more bedrooms. ~~Units shall have with~~ a minimum gross floor area of not less than four-hundred (400) square feet.

10.2.9.1

(a) Land abutting the Concord, Assabet or Sudbury Rivers, their tributaries, Elm Brook, or ponds of significant public interest, which enhances or protects wetlands or flood plain, or which provides public access to the water body, or which enhances or provides significant scenic vistas or views, or which provides water-related recreational opportunities;

10.2.11 Sustainable design requirement:

(a) Low impact development for stormwater design. Low impact development **should rely** ~~relies~~ on natural features (indigenous to the site or bio-designed) to protect water quality and encourage on-site infiltration of stormwater. Such measures may include use of natural drainage flow paths, minimization of land clearance, incorporation of bioretention features/raingardens, and minimization of the creation of impervious surfaces (through building clustering, minimizing size and footprint of buildings and paved areas, and use of pervious surfaces where practical).

(b) Energy efficiency and clean energy usage. ~~Use of energy~~ **Energy**-efficient appliances and HVAC systems **should be used** ~~is desired~~. All-electric buildings, with no fossil-fuel usage, and

the use of more sustainable forms of energy production, such as geothermal and solar, are encouraged.

(c) Energy efficient building design. The building envelope and components (~~b~~Building framing, insulation, windows, HVAC systems) should be designed to maximize energy conservation.

(d) Building layout. The arrangement of buildings on the site and the accompanying infrastructure **should** minimize impervious surface area and maximize contiguous open space for both residents and wildlife.

(e) ~~Ways to minimize~~ **Minimization of** greenhouse gas emissions. ~~Maintaining or proposing new~~ Vegetation to maximize carbon sequestration on site **and** ~~should be proposed or maintained.~~ Selection of HVAC systems and appliances ~~to~~ **that** encourage use of renewable energy sources **should be selected**. Construction design ~~to~~ **should** minimize emissions from construction vehicles.

(f) Other green building, energy efficiency, sustainability measures. The applicant **is encouraged to** ~~may~~ propose other measures that fit within the broad rubric of sustainable site planning, design and construction.

10.3.1 Special provisions for the Concord Housing Authority and Town of Concord projects: Except as provided for in subsection 10.2.6 and 10.2.7 above, the limitations contained in subsection 10.2 shall not apply to a PRD application submitted by the Concord Housing Authority or to a PRD application submitted by the Concord Select Board in which **at least** seventy-five percent (75%) of the units will be of the type described in subsection 10.2.3.1 and 10.2.3.2 provided that the Board shall find that the proposed design is generally in keeping with the purposes of this Bylaw and with Town of Concord Housing Partnership Guidelines.

10.3.2 Special provisions for non-profit entity: Except as provided for in subsection 10.2.6 and 10.2.7 above, the limitations contained in subsection 10.2 shall not apply to a PRD application submitted by a Non-profit entity in which **at least** seventy-five percent (75%) of the units will be of the type described in subsections 10.2.3.1 and 10.2.3.2 provided that the Board shall find that the proposed design is generally in keeping with the purposes of this Bylaw.

11.1.1 The Building Inspector, upon a written complaint of any **resident citizen** of, or owner of property within, the Town or upon such officer's own initiative, shall institute any appropriate action or proceedings in the name of the Town of Concord to prevent, restrain or abate violation of this Bylaw.

11.8.7.1

(b) Physical layout of the plan as it relates to convenience and safety of vehicular and pedestrian movement within the site, the location of driveway openings in relation to traffic or to adjacent streets and, when **applicable necessary**, compliance with other regulations for the handicapped, minors and the elderly;

This article addresses spelling errors, updates and clarifies language, and corrects clerical oversights.

Article Sponsor	Planning Board
Article Motion	Ms. Felshin moves that the Town take affirmative action on Article 38 as printed in the Warrant.

	NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3945/Article-38---Zoning-Bylaw-Amendment-Gen
Board Recommendations	Planning Board: Affirmative Action Select Board: Affirmative Action

ZONING BYLAW AMENDMENT: ACCESSORY DWELLING UNIT (ADU)
Consent Calendar

ARTICLE 39. To determine whether the Town will amend Section 4.2.2.2 of the Zoning Bylaw (Two-family or additional dwelling unit) so that the following Section read as follows (deletions are shown in grey highlighted ~~strikeout~~ or grey highlighted **bold italics** for emphasis only; here a portion of a section is quoted, other sections shall remain unchanged); or take any other action relative thereto:

4.2.2.2 For the purpose of providing small ~~additional~~ **accessory** dwelling units to rent in the Town that will not substantially alter the appearance of the Town or for the purpose of enabling owners of single-family dwellings larger than required for their present needs to share space and the burdens of homeownership, a building permit may be granted for one ~~additional~~ **accessory** dwelling unit in an ***existing or proposed*** single-family dwelling or ***existing or proposed*** detached accessory structure, provided that:

- (a) The area of the lot on which the single-family dwelling and ~~additional~~ **accessory** dwelling unit ~~is are~~ located shall not be less than the required minimum lot size for the applicable Zoning District;
- (b) The ~~additional~~ **accessory** dwelling unit shall occupy no more than ~~750~~ **1,000** square feet of gross floor area, ***as defined under Section 1.3.12, but excluding space used for a garage or as defined in 760 CMR 71.02, whichever is greater,*** of the single-family dwelling or detached accessory structure;
- (c) No more than one such ~~additional~~ **accessory** dwelling unit shall exist on the lot;
- ~~(d) Either the additional dwelling unit or the single family dwelling shall be occupied by the owner of the property except for bona fide temporary absences;~~
- ~~(de)~~ Dimensioned floor plans of the ~~additional~~ **accessory** dwelling unit shall be filed with the building permit or special permit application;
- ~~(ef)~~ No use or occupancy of the ~~additional~~ **accessory** dwelling unit shall be allowed prior to the issuance of a certificate of occupancy by the Building Inspector;
- ~~(fg)~~ The ~~additional~~ **accessory** dwelling unit shall meet the required setbacks for the primary structure of the applicable Zoning District ***and all other requirements for location on the lot applicable to the primary structure in the applicable Zoning District.*** ~~and a A~~ site plan, at a measurable scale, shall be submitted with the application to the Building Inspector showing the location of the ~~additional~~ **accessory** dwelling unit, and the location and arrangement of parking spaces on the property;
- ~~(gh)~~ One parking space shall be provided for the ~~additional~~ **accessory** dwelling unit, ***except no***

parking space shall be required for lots within a half mile radius of a transit stop as specified in M.G.L. Chapter 40A Section 1A;

- (hi) The property is served by Town sewer or, alternatively, the on-site subsurface disposal system is adequate to accommodate any increased flows generated by the **additional accessory** dwelling unit;
- (ij) The **additional accessory** dwelling unit shall not be legally separated or sold apart from the single-family dwelling;
- (jk) The **additional accessory** dwelling unit shall meet the height restrictions for primary and accessory structures in the applicable Zoning District as required in Section 6.2.11;
- (kl) The total gross floor area of all buildings on the lot shall conform to the maximum floor area ratio as required in Section 6.2.13;
- (lm) The single-family dwelling or the **additional accessory** dwelling unit shall not be used for a bed and breakfast **or tourist home** under Section 5.3.15, and;
- (mn) Any **additional accessory** dwelling unit that is subject to a special permit recorded with the Middlesex South Registry of Deeds prior to September 2020 shall be exempt from the requirements in Items (a), (b), (g), and (l) of this Section 4.2.2.2 provided that the dimensions of the **additional accessory** dwelling unit conform to the dimensional requirements in the recorded special permit.

The Board may grant a Special Permit for relief for an **additional accessory** dwelling unit located on a **legal nonconforming** lot with less than the required minimum lot **areaisize or less than the required frontage** for the applicable Zoning District, ~~and/or an additional dwelling unit up to 1,000 gross square feet, and/or a reduction in the required setbacks for a detached additional accessory dwelling unit,~~ provided that **the Board finds that** the desired relief may be granted without substantial detriment to the neighborhood and without derogating from the intent and purpose of this Bylaw.

The Planning Board is proposing amendments to the first paragraph, current items (b), (g) and (m), and the last paragraph to clarify issues raised by the Building Commissioner during the permitting process for previous ADU applications.

The remaining proposed amendments, increasing the square footage allowed by-right from 750 s.f. to 1,000 s.f. under Item (b), deleting Item (d) requiring either the ADU or the single-family dwelling to be occupied by the owner of the property, and changing the parking requirement, are proposed to comply with 2024 amendments to the State’s Zoning Act making ADUs meeting certain requirements a by-right use The change of the term “Additional Dwelling Unit” to ‘Accessory Dwelling Unit’ also is proposed to be consistent with State Law which now uses the term Accessory Dwelling Unit.

Article Sponsor	Planning Board
Article Motion	Mr. Boardman moves that the Town take affirmative action on Article 39 as printed in the Warrant. NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3946/Article-39---Zoning-Bylaw-Amendment-Acce

Board Recommendations	Planning Board: Affirmative Action Select Board: Affirmative Action
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**ZONING BYLAW AMENDMENT: SECTION 2.2 ZONING MAP – FLOODPLAIN
CONSERVANCY DISTRICT**
Consent Calendar

ARTICLE 40. To determine whether the Town will amend Section 2.2. Zoning Map – Floodplain Conservancy District (deletions are shown in grey highlight ~~strikeout~~ and changes or additions are shown in grey highlight ***bold italics*** for emphasis only. Where a portion of a section is quoted, other sections shall remain unchanged) and the Zoning Map as follows to reflect updates to the Floodplain Conservancy District in accordance with the map on file with the Town Clerk; or take any other action relative thereto:

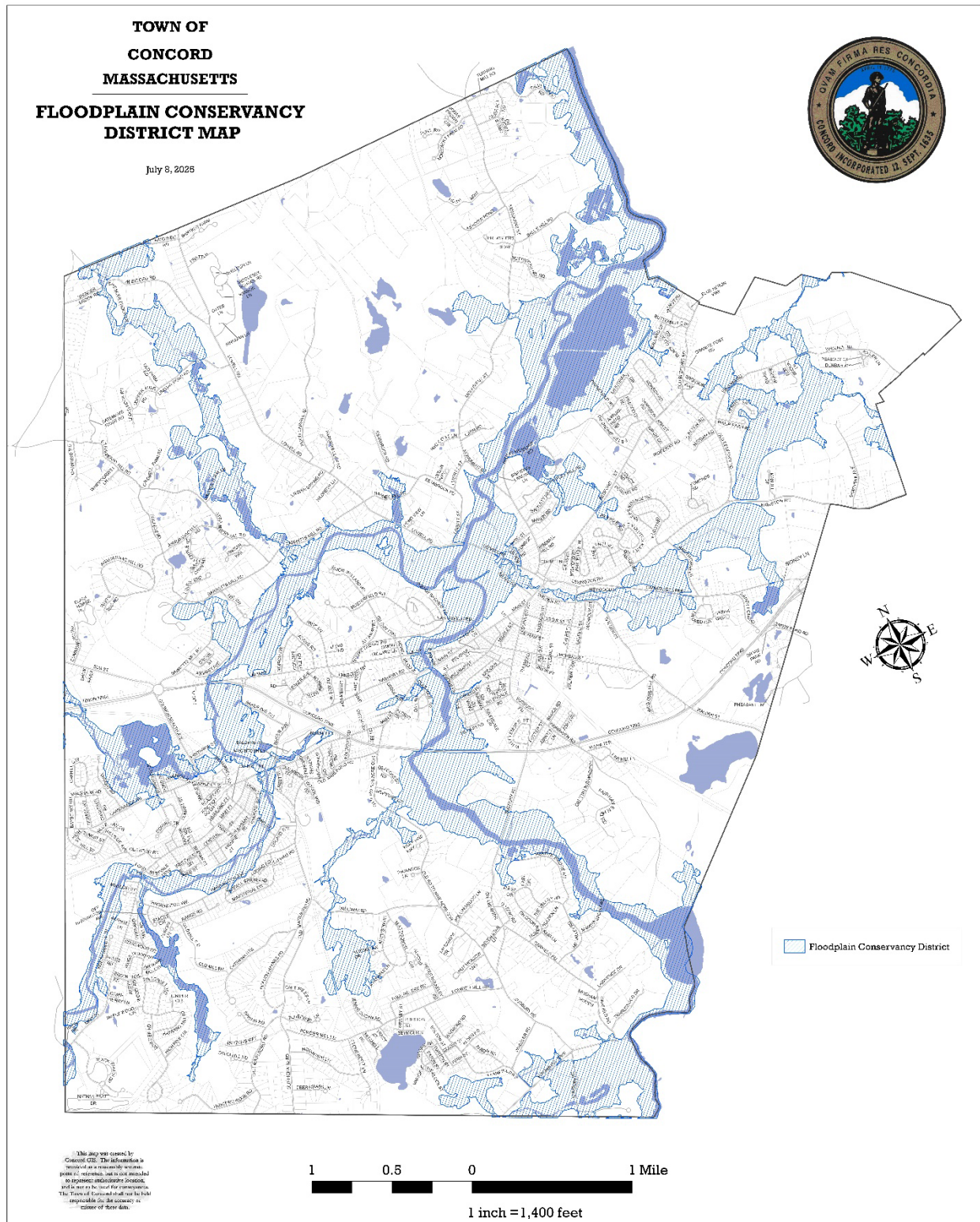
2.2 Zoning Map

Floodplain Conservancy District, Town of Concord, ~~July 8, 2025~~ April 2019 (Scale 1"=1400' consisting of a single sheet). The Floodplain Conservancy District is an overlay district that includes all special flood hazard areas within the Town of Concord designated as Zone A, AE, or AH on the Middlesex County Flood Insurance Rate Map (FIRM) dated ~~July 6, 2016~~ **July 8, 2025** issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the District are defined by the 1%-chance base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report dated ~~July 6, 2016~~ **July 8, 2025**. The FIRM and FIS report are incorporated herein by reference and are on file with the **Community Development** Department of ~~Planning & Land Management~~ and Public Works Engineering Division.

This Zoning Map amendment updates the Floodplain Conservancy District boundary as a result of an alteration to the Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) for the Merrimack watershed made through a Federal Emergency Management Agency (FEMA) Flood Map update. The amendment to the Floodplain Conservancy District boundary is necessary for the Town to remain in compliance with requirements of the National Flood Insurance Program.

Article Sponsor	Planning Board
Article Motion	Mr. Almeida moves that the Town take affirmative action on Article 40 as printed in the Warrant. NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3947/Article-40---Zoning-Bylaw-Amendment-Sect
Board Recommendations	Planning Board: Affirmative Action Select Board: Affirmative Action

Supplemental Materials – Article 40 - Zoning Bylaw Amendment: Section 2.2 Zoning Map - Floodplain Conservancy District



CITIZEN PETITION: ZONING BYLAW AMENDMENT: PERSONAL WIRELESS COMMUNICATIONS FACILITY

ARTICLE 41. To determine whether the Town will vote to amend Section 7.8.4.5 of the Zoning Bylaw by deleting the first sentence of said section in its entirety and replacing it with the following:

7.8.4.5 Relief from general requirements: The Board may grant relief from the general requirements contained in subsection 7.8.4.2 or from any location requirements imposed by the “Personal Wireless Communications Facility Overlay District Map, Town of Concord, April 2019 (Scale 1” = 1,000’ consisting of a single sheet)” or any successor thereto where the Board determines that there is a significant gap in coverage, that the granted relief provides a viable means of reducing or eliminating such significant gap in coverage, and that the desired relief may be granted without substantial detriment to the neighborhood or derogating from the intent and purpose of this bylaw. Or take any other action relative thereto.

For a variety of reasons the Town has been unable to provide satisfactory and reliable cell service in Concord Center. This has been a serious and long-standing obstacle to the conduct of business, public safety and personal convenience both to residents and visitors. One, but not the only, reason for this failure is the “Personal Wireless Communication Facility Overlay District” map adopted by the 2019 Town Meeting under which the only possible solution is the Lowell Road DPW site which the Town appears to think unsuitable. The proposed Amendment would make it easier for the Zoning Board of Appeals to make the determination that there is a “gap in coverage” and, in such case, to allow the placement of a wireless communications facility without regard to the 2019 map if it could do so “without substantial detriment to the neighborhood or derogating from the intent and purpose of the bylaw.”

Article Sponsor	Henry Dane, Citizen Petitioner
Article Motion	Mr. Dane moves that the Town take affirmative action on Article 41 as printed in the Warrant. NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3948/Article-41---Citizen-Petition-Zoning-Byl
Board Recommendations	Planning Board: No Action Select Board: Affirmative Action

GENERAL BYLAW AMENDMENT: SIGN BYLAW
Consent Calendar

ARTICLE 42. To determine whether the Town will amend Section 5 of the Sign Bylaw to change the word “additional” to “addition” so that the following Section reads as follows (deletions are shown in grey highlight ~~strikeout~~ or grey highlight ***bold italics*** for emphasis only; where a portion of a section is quoted, other sections shall remain unchanged); or take any other action relative thereto:

5. SIGNS ALLOWED IN ALL DISTRICTS

The following categories of signs are allowed in all districts under this bylaw in ~~additional~~ ***addition*** to any other sign allowed under this bylaw and, unless otherwise provided, such signs may be erected, altered or relocated without a permit issued by the Building Inspector pursuant to this bylaw:

This article amendment corrects a grammatical error.

Article Sponsor	Planning Board
Article Motion	Ms. Flanagan moves that the Town take affirmative action on Article 42 as printed in the Warrant.
Article Webpage	https://concordma.gov/3949/Article-42---General-Bylaw-Amendment-Sig
Board Recommendations	Planning Board: Affirmative Action Select Board: Affirmation Action

ZONING BYLAW AMENDMENT: SECTION 5 ACCESSORY USES AND TABLE II
ACCESSORY USE REGULATIONS
Consent Calendar

ARTICLE 43. To determine whether the Town will amend the Zoning Bylaw, Section 5 and Table II to add a new subsection 5.3.19 Accessory Retail Store to be permitted in all Industrial Districts as follows; or take any other action relative thereto:

5.3.19 Accessory Retail Store: Sale and display of related goods and merchandise on the premises as an accessory use to the principal industrial operation.

5.3	Accessory Uses	Residential Districts				Commercial Districts					
		AA	A	B	C	B	CCB TDB NACB	WCB	WCV	LB	MP
5.3.19	Accessory Retail Store	no	no	no	no	no	no	no	no	no	no

5.3	Accessory Uses	Industrial Districts					
		WCI	I	IPA	IPB	LIP #1	LIP #2
5.3.19	Accessory Retail Store	yes	yes	yes	yes	yes	yes

Concord has five main areas zoned for industrial use: along Virginia Road near Hanscom Air Force Base, bordering Bedford; along Main Street and Forest Ridge Road at the Town line with Acton and Maynard; the area off Baker Avenue and Baker Ave. Extension; and in West Concord off Beharrell Street, Winthrop Street and Bradford Street.

Although “industrial” may suggest images of heavy machinery, noise, and pollution, Concord’s industrial zones are quite the opposite—a mix of scientists and tradespeople, artists and artisans, small-scale manufacturers, warehouses, and offices.

These areas include notable historic properties like Damon Mill and Bradford Mill, as well as a series of unique spaces along the Assabet River, home to Nashoba Brook Bakery, the mixed-use complex of Brookside Square, West Concord Dance Academy, and the U.S. Post Office. In Concord's industrial zones you'll find the production studios of This Old House, offices of the Guild for Human Services, and sports venues like the Thoreau Club and Valley Sports Arena.

The proposed bylaw amendment would allow retail as a secondary, complementary use in industrial districts. Currently, retail is only permitted for items manufactured on site. The amendment would expand this to include related products, such as a soap maker selling both soap and soap dishes or a guitar maker offering recordings of performers playing their instruments.

Article Sponsor	Economic Vitality Committee
Article Motion	Mr. Lawson moves that the Town take affirmative action on Article 43 as printed in the Warrant. NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3950/Article-43---Zoning-Bylaw-Amendment-Sect
Board Recommendations	Planning Board: Affirmative Action Select Board: Affirmative Action

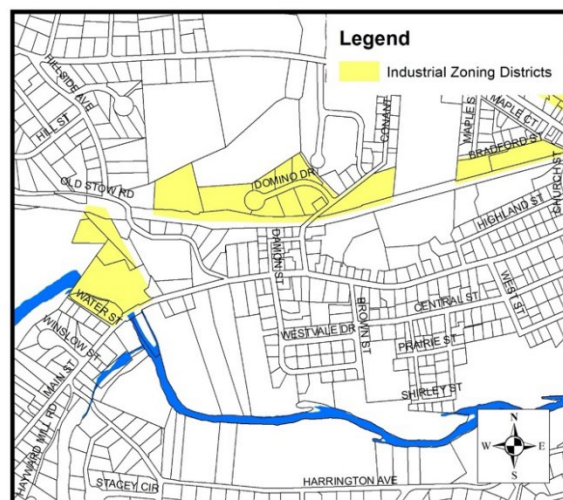
Supplemental Materials – Article 43 – Zoning Bylaw Amendment: Section 5 Accessory Uses and Table II Accessory Use Regulations

To determine whether the Town will amend the Zoning Bylaw, Section 5 and Table II to add a new subsection 5.3.19 Accessory Retail Store to be permitted in all Industrial Districts.

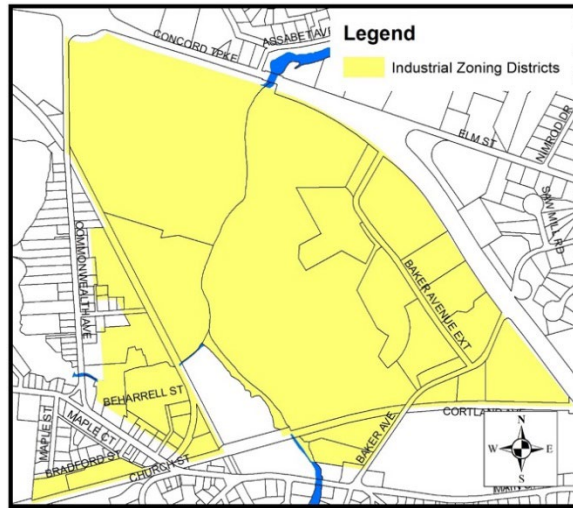
These industrial zones are home to engineers, artist, trades people, non-profits and sports venues. They support a diverse mix of small scale uses within historic buildings such as Damon Mills and Bradford Mills.

The location of the five industrial zones is indicated on the maps below:

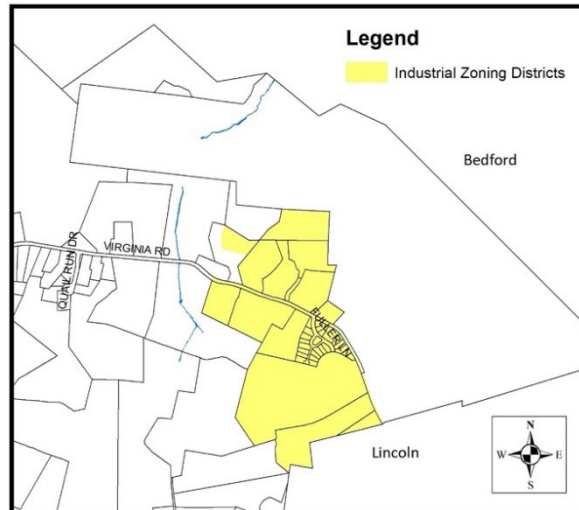
1. Bradford Street; 2. Domino Drive/Conant Street; and 3. Water Street



4. Baker Avenue, Baker Avenue Extension, Beharrell Street, End of Winthrop Street and MCI-Concord Prison Land



5. Virginia Road



The purpose of the Article is straightforward. In Concord's five industrial zones, it would allow business to sell products that they make, and other products directly related to the primary business. This article's goal is to help businesses in these industrial zones to be more viable by allow these accessory products to be sold. Examples are – a soap maker, can sell soap; a book publisher could sell books; and a brewery could sell tee-shirts with the company logo to promote the business.

The article would allow making better use of limited commercial space, add flexibility to existing businesses, support creative industries and small producers, and encourage local shopping within Concord's scale and character.

Business would still have to abide by existing requirements such as setbacks, parking requirements and site designs. The type of products that can be sold is also limited by existing zoning control, and the accessory uses must be secondary in size to the primary business. Finally, the Town's Building Commissioner is the ultimate authority as to compliance with the Accessory Use provision of the Zoning Bylaw.

The Economic Vitality Committee urges your support of Article 43.

ZONING BYLAW AMENDMENT: COMMERCIAL DISTRICTS PARKING REQUIREMENTS
SECTION 4.2.3 COMBINED BUSINESS/RESIDENCE AND SECTION 7.7 TABLE IV
MINIMUM PARKING REQUIREMENTS

ARTICLE 44. To determine whether the Town will amend Zoning Bylaw Section 4.2.3 (Combined business/residence) to add a new subsection 4.2.3.5, and Zoning Bylaw Section 7.7 Off-Street Parking, Loading, and Design Standards Table IV Minimum Parking to add the following Footnote 1 to Business Uses (amendment shown in ***bold italics*** for emphasis only. Where a portion of a section is quoted, other sections shall remain unchanged); or take any other action relative thereto:

Subsection 4.2.3.5 In Commercial Districts, a change in use from a permitted Business use to a Combined Business/Residence use shall not be required to provide additional off-street parking.

TABLE IV MINIMUM PARKING	
Principal Use	Required Spaces
BUSINESS USES: <i>Footnote 1</i>	

Footnote 1: In Commercial Districts, a change in use from a permitted Business use to another permitted Business use shall not be required to provide additional parking.

Removing excess parking requirements invigorates the local business activity that Concord aims to foster, which boosts economic vitality, enhances resident services, and increases tax revenues. It sustains Concord's historic commercial areas, supports small businesses, and advances environmental goals by reducing surface parking and better using existing structures.

The proposed bylaw change reflects Concord's priority to maintain its unique character while fostering moderate, responsible economic growth. By allowing changes of use without requiring new off-street parking (provided no square footage is added), these bylaw amendments sustain Concord's small commercial base in a way that directly benefits residents, both financially and in quality of life.

Article Sponsor	Economic Vitality Committee
Article Motion	Mr. Lawson moves that Town Meeting take affirmative action on Article 44 as printed in the Warrant with the following changes: <ol style="list-style-type: none"> 1. Striking Section 4.2.3.5; and 2. including in Footnote 1 the phrase "that does not increase the square footage of the use or commercial space" so that Footnote 1 reads: "Footnote 1: In Commercial Districts, a change in use from one permitted Business use to another permitted Business use that does

	not increase the square footage of the use or commercial space shall not be required to provide additional parking.” NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3951/Article-44---Zoning-Bylaw-Amendment-Comm
Board Recommendations	Planning Board: Report at Town Meeting Select Board: Affirmative Action

Supplemental Materials – Article 44 – Zoning Bylaw Amendment: Commercial Districts Parking Requirements Section 4.2.3 Combined Business/Residence & Section 7.7 Table IV Minimum Parking Requirements

To determine the Town will amend Zoning Bylaw Section 4.2.3 (Combined business/residence) to add a new subsection 4.2.3.5, and Zoning and Zoning Bylaw Section 7.7 Off Street Parking, Loading, and Design Standards Table IV Minimum Parking to add the following Footnote 1 to Business Uses (amendment shown below is bold italics). All other sections shall remain unchanged.

Subsection 4.2.3.5 In Commercial Districts, a change in use from a permitted Business use to another permitted Business use that does not increase the square footage of use or commercial space, shall not be required to provide additional off-street parking.

Concord’s four Commercial Districts are: Nine Acre Corner, West Concord, Thoreau Depot, and Concord Center. Maps of these four districts are reproduced below.

It should be noted that the proposed original zoning change included a change in use to a new business/residential use. We initially considered including residential, but other regulations would still be in place to limit ease of changing to residential uses, and concerns around overnight parking for residents needs further study. Therefore, the residential component was dropped. Additionally, questions were raised at the Planning Board public hearings about a changes is the square footage accompanied changes is use. It was our intension in proposing the amendment, that it would apply only when there was no increase in the square footage of the new commercial space. To make this explicit, we decided to include such a clause in the final version of the amendment.

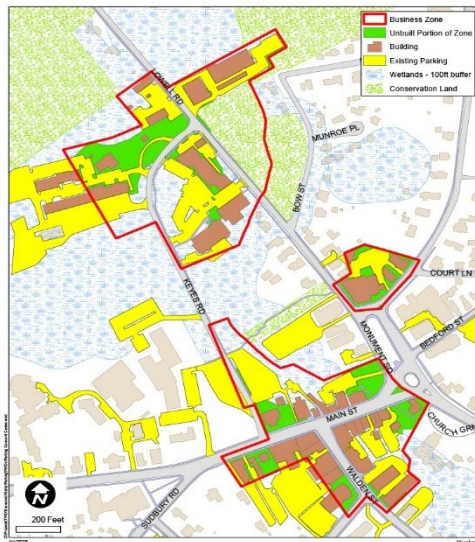
Parking requirements are complicated and often contentious. This amendment is a small step aimed at reducing the complexity and cost of the permitting process for new businesses trying to come to Concord.

Concord’s current zoning requirements mandate private parking for every business coming to town. However, if a new business that is the same type as the departing business (new candy store replacing a flower shop – both retail businesses) there are no parking requirements. It is when there is a change in use (a barber shop replacing the flower shop – a service business replacing a retail business) that triggers parking requirements. The new business can request a waiver from the Planning Board. However, to apply for the waiver, a parking study must be undertaken. Such a study that takes time and costs money. If the study determines that additional parking is necessary, in our commercial districts, what is the applicant to do? The applicants simply cannot create additional parking spots – there is no space to do so!

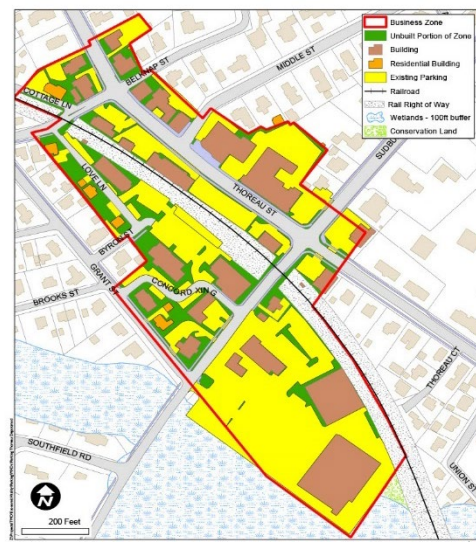
A waiver is almost always granted. The bottom line – money and time have been spent by the applicant and, no new parking spots have been created. This makes coming to Concord more difficult and extends the duration of storefront vacancies.

The Economic Vitality Committee urges your support of Article 44.

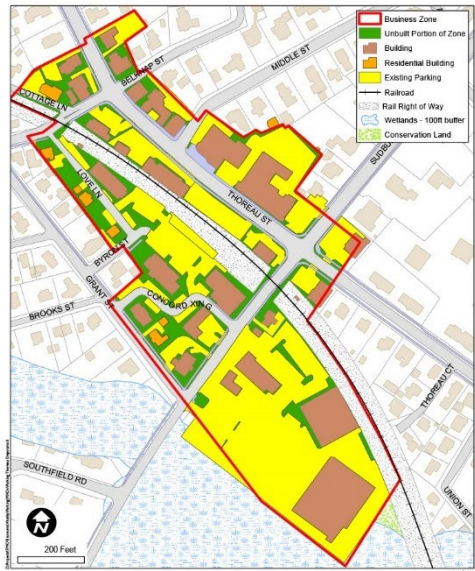
Concord Center:



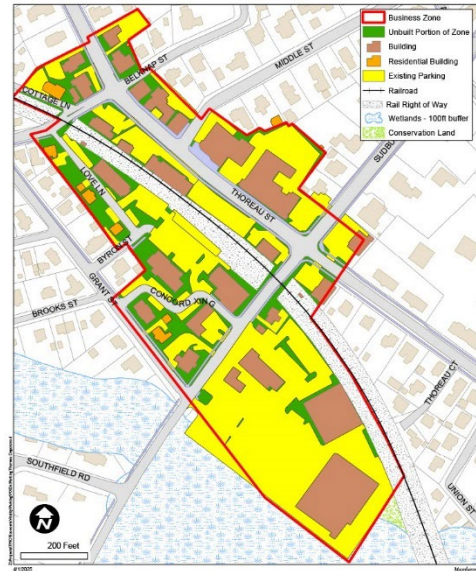
West Concord:



Thoreau Depot:



Nine Acre Corner:



ZONING BYLAW AMENDMENT: SECTION 10.2.3.6 PLANNED RESIDENTIAL DEVELOPMENT – DENSITY BONUS

ARTICLE 45. To determine whether the Town will amend Zoning Bylaw Section 10.2.3.6 (Density bonus) to delete a category of affordable units that would qualify for a density bonus, so that paragraph (a) of the Section reads as follows (deletions are shown in grey highlighted ~~strikeout~~ and changes in grey highlighted ***bold italics*** for emphasis only. Where a portion of a section is quoted, other sections shall remain unchanged); or take any other action relative thereto:

10.2.3.6 Density bonus: Increases beyond the basic density within the Planned Residential Development may be authorized by the Board based upon one or more of the following:

- (a) If at least ten percent (10%) of the units are made available as described in subsection ~~10.2.3.1 and~~ 10.2.3.2. If only one unit is required, it shall be made available as described in subsection ~~10.2.3.1~~ ***10.2.3.2 paragraph (a)***, and if two or more units are required, then at least 50% of the affordable units shall be made available as described in subsection ~~10.2.3.1~~ ***10.2.3.2 paragraph (a)***.

Recent development projects in Concord have increased the number of housing units countable on the Town’s Subsidized Housing Inventory (SHI) above the 10% required by Mass. Gen. Laws. Chapter 40B to 12.8% of Concord’s 7,172 year-round housing units. While there is still a need for “affordable units” (those made available only to households making below 80% of area median income (AMI)), there is also a need for “workforce” units (which are available to households making between 100% and 150% of AMI). Currently, Concord has only 36 workforce units compared to 421 affordable units.

To address this, the Select Board adopted a FY 2025 goal to enhance the diversity of the Town’s affordable housing stock by adding more workforce housing. The Town has also committed \$500,000 in ARPA funds to subsidize the development of workforce housing.

This proposed zoning bylaw amendment revises the criteria for density bonuses in Planned Residential Developments to align with the Town’s workforce housing objectives. It removes the existing requirement that provides a density bonus for 80% AMI units only, so applicants could qualify for additional density with a combination of starter-priced housing (up to 110% of AMI) and moderately priced housing (up to 150% of AMI) as well. These units would require a smaller developer investment than 80% AMI units, which could motivate applicants to include them to gain Board approval for higher density.

Article Sponsor	Planning Board and Concord Housing Foundation
Article Motion	Mr. Johnson moves that the Town take affirmative action on Article 45 as printed in the Warrant. NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3952/Article-45---Zoning-Bylaw-Amendment-Sect
Board Recommendations	Planning Board: Affirmative Action Select Board: Affirmative Action – 4-1

**Supplemental Materials – Article 45 – Zoning Bylaw Amendment: Section 10.2.3.6
Planned Residential Development – Density Bonus**

Q: What section of the zoning bylaw does this amendment address?

A: Section 10.2.3.6 of the existing bylaw allows a developer to apply for up to twice as many units in a planned residential development if at least 10% of them are affordable.

Q: Why offer a density bonus?

A: It creates a financial incentive for developers to add affordable ownership units as an integral part of their developments, without public subsidies.

Q: What change is proposed?

A: The existing bylaw requires that the first, third, fifth, etc. affordable units qualify as low-income housing (80% AMI), while the second, fourth, sixth, etc. can be up to 150% AMI. The amendment would change the requirement for first, third, fifth, etc. affordable units to the “starter-priced” housing (110% AMI) threshold.

Q: Why switch the incentive from low income to moderate income?

A: The existing bonus density incentives aren’t working. The developer investment required to build a low-income unit (\$400,000-\$700,000) is too high to recover the lost margin with additional market-rate units. As a result, developers are opting to build market-rate PRDs or switching to the subdivision model. This change reduces the required investment about 25%, encouraging developers to pursue PRDs that include affordable units – at least moderately affordable ones.

Q: Is there a need for moderate affordable housing in Concord?

A: There are currently only 36 moderately affordable regulated units in Concord, and a dwindling number of other moderately-priced homes available, due to teardowns. The Select Board identified a critical need for moderately affordable “workforce” housing last year. They also designated \$500,000 of ARPA funds to workforce housing related projects.

Q: Are there still opportunities to develop low-income affordable units?

A: Yes. In addition to 111 low-income rental units recently approved as part of 40B projects (Thoreau and NOVO), the Concord Housing Development Corporation, Habitat for Humanity, and other organizations continue to develop low-income ownership units in their projects. The MBTA overlay zoning district also specifies that any new developments include low-income housing.

**CITIZEN PETITION: ZONING BYLAW AMENDMENT: CONTINUING CARE RETIREMENT
COMMUNITY OVERLAY DISTRICT**

Scheduled as a High Interest Article – Wednesday, June 4th at 6:45 PM

ARTICLE 46. To determine whether the Town will vote to amend the Zoning Bylaw and Zoning Map as follows: (1) add to Section 2.1 (Classification of Districts) the Continuing Care Retirement Community Overlay District; (2) add to Section 2.2 (Zoning Map) the Continuing Care Retirement Community Overlay District; and (3) add Section 7.12 Continuing Care Retirement Community Overlay District as follows (deletions are show in ~~strikeout~~ and additions in ***bold italics*** for emphasis only); or take any other action relative thereto:

1. Add at the end of Section 2.1, Classification of Districts, the following:
Continuing Care Retirement Community Overlay District (CCRCOD)
2. Amend the last paragraph of Section 2.2, Zoning Map, to read as follows, and add the Continuing Care Retirement Community Overlay District Map, June 2025 (consisting of a single sheet)

The Conservancy Districts, ~~and~~ the Wireless Communication Facility(s) Overlay District, ~~and~~ the MBTA Communities Multi-family Overlay District (MCMOD), ***and the Continuing Care Retirement Community Overlay District (CCRCOD)*** are overlay districts whose boundaries are superimposed on the Residential, Commercial, Industrial and By-Pass Districts established by this Bylaw. Said zoning maps are hereby made part of this Bylaw and shall be filed in the Office of the Town Clerk.

3. Add Section 7.12 Continuing Care Retirement Community Overlay District as follows (all language is new, but not shown in ***bold italics***):

Section 7.12 Continuing Care Retirement Community Overlay District

7.12.1 Standards.

7.12.1.1 The Continuing Care Retirement Community Overlay District (CCRCOD) shall not replace existing zoning districts but shall be superimposed on the underlying zoning district(s) as shown on the Zoning Map. The regulation for uses, dimensions, and all other provisions of the Zoning Bylaw governing the respective underlying zoning district(s) shall remain in full force, except for uses allowed as of right in the CCRCOD. Uses that are not identified in Section 7.12 are governed by the requirements of the underlying zoning district(s).

7.12.2 Definitions. The following definitions shall apply in the CCRCOD:

7.12.2.1 Continuing care. The furnishing to an individual, other than an individual related by consanguinity or affinity to the person furnishing such care, of board and lodging together with nursing services, medical services or other health related services, or wellness services, regardless of whether or not the lodging and services are provided at the same location, pursuant to a contract as required under M.G.L. c. 93, s. 76, effective for the life of the individual or for a period in excess of one year.

7.12.2.2 Continuing Care Retirement Community (CCRC). A facility or homes providing Long Term Care Services pursuant to a contract effective for the life of the individual or for a period in excess of one year.

7.12.2.3 Long Term Care Services. A combination of nursing home care, in-home nursing care, assisted living services, independent living services, home health care, personal care, homemaking, case management or comparable services designed to enable a functionally impaired resident to maintain self and living unit, as safely and comfortably as is reasonably possible in a continuing care setting as defined herein. For the purposes of this definition, the term “Long Term Care Services” shall also be construed to include necessary or medically necessary diagnostic, preventive, therapeutic, rehabilitative, or custodial care, all as set forth in M.G.L. c. 93, s. 76, as well as hospitality and wellness services.

7.12.3 Maximum permissible density. The maximum permissible density shall not exceed sixteen (16) dwelling and/or health services units per acre within the CCRCOD.

7.12.4 Yard requirements. All structures shall meet the following required setbacks from the boundary of the CCRCOD:

	Independent Living Unit	Multi-Unit Structure
Front Yard	40 ft.	40 ft.
Side Yard	30 ft.	40 ft.
Rear Yard	15 ft.	40 ft.

7.12.5 Height.

7.12.5.1 The height of a free-standing independent living dwelling unit shall not exceed thirty-five (35) feet in height and shall be measured as set forth in the third paragraph of Section 6.2.11 of this Bylaw.

7.12.5.2 The height of a multi-unit building shall not exceed eighty-five (85) feet in height and shall be measured as set forth in the first paragraph of Section 6.2.11 of this Bylaw.

7.12.6 Parking. Each independent living dwelling unit shall require one (1) off-street parking space. Assisted living residence and nursing home parking shall comply with Table IV Minimum Parking.

7.12.7 Common Open Space. All land within the CCRCOD which is not covered by buildings, roads, driveways, parking areas or service areas, and which is not set aside as yards, patios, gardens, or similar areas for exclusive use by a resident, shall be common open space. The area of the common open space shall equal at least twenty (20) percent of the total area of the CCRCOD.

7.12.7.1 The Common open space shall have a shape, dimension, character, and location suitable to ensure its use exclusively for conservation, agricultural, horticultural, or passive recreation purposes by at least all the residents in the CCRC. Common open space may be subject to a recorded restriction enforceable by the Town, providing that such land shall be perpetually kept in a natural state and that it shall be maintained in a manner which will ensure its suitability for its intended purposes.

Underground utilities to serve the CCRC facilities may be located within the common open space.

7.12.8 Attainable Dwelling and/or Health Services Units. The Planning Board may require, as a condition of site plan approval, that up to 10% percent of the independent living dwellings and/or health services units shall be Attainable Units, with an initial entry price and monthly rental price determined to be attainable for an individual or household earnings between 70 – 140 % percent of the Area Median Income, adjusted for household size, as established by the U.S. Census Bureau. The Attainable Units shall be located within the CCRCOD, or at another Concord location determined to be acceptable by the Planning Board.

7.12.9 Site Plan Review. Development under Section 7.12 requires Site Plan Review by the Planning Board under Section 11.8. The Planning Board may waive any substantive requirement contained herein as part of the issuance of site plan approval and may impose reasonable terms and conditions to promote and serve the purposes and objectives of Section 7.12 and Section 11.8. Approval may reasonably condition matters such as attainable units, vehicular and pedestrian access and circulation on site, stormwater management, site design and layout, lighting, and screening for adjacent properties. The Planning Board may require a performance guarantee to ensure compliance with these conditions. The submittals and permits under Section 7.12 shall be in addition to any other requirements or provisions of this Zoning Bylaw.

This article would amend Section 2.1 (Zoning Districts) and Section 2.2 (Zoning Map) to add a new Continuing Care Retirement Community Overlay District and create Section 7.12 “Continuing Care Retirement Community Overlay District” to allow different types of housing, services, health care, hospitality, and wellness services at one location for older individuals or couples who choose to “age in place”.

The CCRCOD is an overlay district having an area of approximately 12.1 acres located off Old Marlboro Road and west of Old Road to Nine Acre Corner.

Article Sponsor	New England Deaconess Association, Citizen Petitioners
Article Motion	Mr. Bobrowski moves that the Town take affirmative action on Article 46 as printed in the Warrant. NOTE: 2/3 VOTE REQUIRED
Article Webpage	https://concordma.gov/3953/Article-46---Citizen-Petition-Zoning-Byl
Board Recommendations	Planning Board: Report at Town Meeting Select Board: Report at Town Meeting

COMMUNITY PRESERVATION APPROPRIATION RECOMMENDATIONS

ARTICLE 47. To determine whether the Town will appropriate or reserve from the Concord Community Preservation Fund annual revenues and prior year fund balance in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2026, with each item to be considered a separate appropriation, in accordance with Mass. Gen. Laws c. 44B, to be expended under the direction of the Town Manager as follows; or take any other action relative thereto:

Item	Project/Description	Category	Reserve Funds	Prior Year Fund Balance	FY26 CPA Fund Revenues	Total Amount Recommended
APPROPRIATIONS						
A	Concord Municipal Affordable Housing Trust – Implement Housing Production Plan	Community Housing			\$740,000	\$740,000
B	Town of Concord/Planning – Regional Housing Services Office	Community Housing			\$43,500	\$43,500
C	Town of Concord/Concord Public Schools – Thoreau Athletic Fields and Greenspace	Recreation			\$222,480	\$222,480
		Open Space			\$222,480	\$222,480
D	Town of Concord/Recreation – Gerow Recreation Area – Design and Cost Estimation	Recreation			\$45,000	\$45,000
		Open Space			\$45,000	\$45,000
E	Town of Concord/Planning & CHC – Preservation Survey of Modern Structures and Neighborhoods	Historic Preservation			\$50,000	\$50,000
F	Town of Concord/Town Archives – Preservation of 18 th -century Assessor's Records	Historic Preservation			\$32,000	\$32,000
G	Staff and Technical Support	Administration			\$50,000	\$50,000
TOTAL APPROPRIATIONS					\$1,450,460	\$1,450,460
RESERVES						
	Historic Preservation Reserves	Historic Preservation			\$103,928	\$103,928
	Budgeted Reserves	Budgeted Reserves		\$1,000,430	\$341,568	\$1,341,998
TOTAL RESERVES				\$1,000,430	\$445,496	\$1,445,926

This article authorizes the appropriation of funds from the Community Preservation Fund for the completion of specific projects, the Concord Municipal Affordable Housing Trust, administrative expenses and reserves as listed in the above chart and allowed under the Community Preservation Act. These appropriations will expend a total of \$1,450,460 (with \$783,500 for Community Housing, \$267,480 for Open Space, \$267,480 for Recreation, \$82,000 for Historic Preservation, and \$50,000 for Administration).

The estimated total available for appropriation at 2025 Annual Town Meeting is \$3,146,386. \$103,928 will be placed in Historic Preservation Reserve Funds in order to meet the 10% requirement in each category, \$250,000 will remain in Open Space Reserve Funds, and \$1,341,998 will be placed in CPA Budgeted Reserves. Town Meeting may reduce or reject but may not increase the appropriation from the Community Preservation Fund for any item proposed by the Committee.

Article Sponsor	Community Preservation Committee
Article Motion	Mr. Flint moves that the Town take affirmative action on Article 47 as printed in the Warrant.
Article Webpage	https://concordma.gov/3954/Article-47---Community-Preservation-Appr

Board Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action
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**AUTHORIZE EXPENDITURE OF REVOLVING FUNDS UNDER
MASS. GEN. LAWS c. 44 § 53 E1/2
Consent Calendar**

ARTICLE 48. To determine whether the Town will authorize the total expenditures for the following revolving funds pursuant to Mass. Gen. Laws c. 44, § 53E ½ for the fiscal year ending June 30, 2026, to be expended in accordance with the Town’s Revolving Fund Bylaw; or take any other action relative thereto.

Revolving Fund	Annual Spending Limit
Ambulance	\$1,000,000
Regional Housing Services	\$ 400,000
Road Repair	\$ 120,000
Senior Services	\$ 50,000
Tree Preservation	\$ 50,000
Visitor’s Center & Tourism	\$ 100,000

This article authorizes the annual spending limits for each of the Revolving Funds identified above. Spending from these funds may only occur for the stated purposes identified in the Town’s Revolving Fund Bylaw, and only with the approval of the Town Manager.

Article Sponsor	Town Manager
Article Motion	Ms. Ackerman moves that the Town take affirmative action on Article 48 as printed in the Warrant.
Article Webpage	https://concordma.gov/3955/Article-48---Authorize-Expenditure-of-Re
Board Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

**LIGHT PLANT EXPENDITURES AND PAYMENT IN LIEU OF TAXES
Consent Calendar**

ARTICLE 49. To determine whether the Town will authorize that the income from sales of electricity and from servicing and jobbing during the ensuing fiscal year, together with the balance of operating cash in the Light Plant Fund, be expended without further appropriation under the direction and control of the Town Manager for the expenses of the Light Plant for that fiscal year, as defined in Mass. Gen. Laws c. 164, § 57, or for other plant extensions, enlargements, additions, renewals and reconstruction; and further, to authorize a transfer of \$459,000 or any other sum, from the Operating Fund of the Light Plant to be used by the Board of Assessors to reduce the tax levy for the fiscal year ending June 30, 2026; or take any other action relative thereto.

This article authorizes the Town Manager, as manager of the Light Plant, to expend the income received by the Light Plant from the sale of electricity long with other departmental income to be used for the purposes of operating the department for the fiscal year ending June 30, 2026. This is a routine annual action. Further, this article authorizes the transfer of \$459,000 from the operating fund of the Light Plant to the General Fund, an amount consistent with past years and designed to represent what a private utility would pay in property taxes.

Article Sponsor	Town Manager
Article Motion	Mr. Leon moves the Town authorize the income from sales of electricity and broadband and from servicing and jobbing during the fiscal year ending June 30, 2026, together with the balance of operating cash in the Light Plant Fund, to be expended under the direction and control of the Town Manager, without further appropriation, for the expenses of the Light Plant for the fiscal year, as defined in Mass. Gen. Laws c. 164, § 57, and/or for other plant extensions, enlargements, additions, renewals, and reconstruction; and further to authorize a transfer of \$451,000 from the Operating Fund of the Light Plant to be used by the Board of Assessors to reduce the tax levy for the fiscal year ending June 30, 2026.
Article Webpage	https://concordma.gov/3956/Article-49---Light-Plant-Expenditures-an
Board Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

SOLID WASTE DISPOSAL FUND EXPENDITURES
Consent Calendar

ARTICLE 50. To determine whether the Town will authorize that the income from user fees for solid waste disposal services, associated services, and jobbing services by Concord Public Works during the ensuing fiscal year, together with the balance of operating cash in the Solid Waste Disposal Fund, be expended without further appropriation under the direction and control of the Town manager in accordance with the Motion passed under Article 27 of the 1989 Annual Town Meeting; or take any other action relative thereto.

Pursuant to Article 27 of the 1989 Annual Town Meeting, this article authorizes the Town Manager to use cash on hand in the Solid Waste Disposal Fund and user fee revenue from fiscal year ending June 30, 2026, to be used to operate the Town's "pay-as-you-throw" curbside solid waste and recycling collection and disposal program. The program consists of two major components: curbside collection and disposal including recycling and Drop-off Days; and the operation and maintenance of the Town's composting site including the former landfill. This has been a routine annual action.

Article Sponsor	Public Works Commission
Article Motion	Mr. Weber moves that the Town take affirmative action on Article 50 as printed in the Warrant.
Article Webpage	https://concordma.gov/3957/Article-50---Solid-Waste-Disposal-Fund-E
Board Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

SEWER SYSTEM EXPENDITURES
Consent Calendar

ARTICLE 51. To determine whether the Town will authorize that the income from user fees, special service fees and jobbing services by the Water and Sewer Division of Concord Public Works during the ensuing fiscal year, together with the balance of operating cash in the Sewer Fund, be expended without further appropriation under the direction and control of the Town Manager in accordance with the Motion passed under Article 37 of the 1976 Annual Town Meeting; or take any other action relative thereto.

Pursuant to Article 37 of the 1976 Annual Town Meeting, this article authorizes the Town Manager to use cash on hand in the Sewer Fund and fiscal year 2026 revenue for the operation and maintenance and improvement to the Town's sewer system. The Sewer Fund is an enterprise fund similar to the Town's Water and Light Plant Funds. The entire cost of operations, maintenance, and capital replacement and renewal is funded by user fees. At the present time approximately one-third of Concord's residences and many businesses and institutions are connected to the Town's municipal sewer system. This has been a routine annual action.

Article Sponsor	Public Works Commission
Article Motion	Mr. Weber moves that the Town take affirmative action on Article 51 as printed in the Warrant.
Article Webpage	https://concordma.gov/3958/Article-51---Sewer-System-Expenditures
Board Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

SEWER IMPROVEMENT FUND EXPENDITURES
Consent Calendar

ARTICLE 52. To determine whether the Town will authorize that the income from sewer improvement fees during the ensuing fiscal year, together with the balance of operating cash in the Sewer Improvement Fund, be expended without further appropriation under the direction and control of the Town Manager in accordance with the Motion passed under Article 25 of the 1989 Annual Town Meeting and applicable state enabling statutes; or take any other action relative thereto.

Pursuant to Article 25 of the 1989 Annual Town Meeting, this article authorizes the Town Manager to use cash on hand in the Sewer Improvement Fund (a sub-fund within the Sewer Fund), as well as fiscal year 2026 fees, for constructing and expanding the Town's sewer lines and treatment facilities. Sewer improvement fees are charged to certain properties connecting to the sewer system. This has been a routine annual action.

Article Sponsor	Public Works Commission
Article Motion	Mr. Weber moves that the Town take affirmative action on Article 52 as printed in the Warrant.
Article Webpage	https://concordma.gov/3959/Article-52---Sewer-Improvement-Fund-Expe
Board Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

WATER SYSTEM EXPENDITURES
Consent Calendar

ARTICLE 53. To determine whether the Town will authorize that the income from user fees, special service fees, and jobbing services by the Water and Sewer Division of Concord Public Works during the ensuing fiscal year, together with the balance of operating cash in the Water Fund, be expended without further appropriation under the direction and control of the Town Manager in accordance with the Motion passed under Article 38 of the 1974 Annual Town Meeting; or take any other action relative thereto.

Pursuant to Article 38 of the 1974 Annual Town Meeting, this article authorizes the Town Manager to use cash on hand in the Water Fund and fiscal year 2026 revenue for the operation and maintenance and improvement of the Town's water system. Similar to the Town's Sewer and Light Plant Funds, the

Water Fund is an enterprise fund. The entire cost of operations, maintenance, and capital replacement and renewal is funded by user fees. Almost all of Concord's residences and businesses/ institutions are connected to the Town's municipal water system. This has been a routine annual action.

Article Sponsor	Public Works Commission
Article Motion	Mr. Weber moves that the Town take affirmative action on Article 53 as printed in the Warrant.
Article Webpage	https://concordma.gov/3960/Article-53---Water-System-Expenditures
Board Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

AUTHORIZE EXPENDITURE FROM PEG ACCESS & CABLE-RELATED FUND
Consent Calendar

ARTICLE 54. To determine whether the Town will appropriate the amount required for the total expenses of the PEG Access and Cable-Related Fund, to be expended during the fiscal year ending June 30, 2026 under the direction of the Town Manager for necessary and expedient cable-related purposes, consistent with the Town's license agreement with Comcast; or take any other action relative thereto.

The FY2026 PEG Access & Cable-Related Fund Budget will be submitted by the Town Manager and reviewed at a public hearing of the Finance committee on May 1, 2025. Contract negotiations with Comcast are in their final stages. Currently, the Town currently receives 4.8% of all revenue generated by Comcast from the company's Concord customers. This article proposes that the revenue from Comcast received during the calendar year 2025 be appropriated, to be used only for cable-related purposes in accordance with the Town's license agreement. PEG Access services are Public, Educational and Governmental local cable television channels. The fund balance as of July 1, 2024 was \$1,704,247.

Article Sponsor	Town Manager
Article Motion	Mr. Carlson moves that the Town transfer from the PEG Access and Cable-Related Fund the amount of \$612,573 to be expended under the direction of the Town Manager for necessary and expedient cable-related purposes consistent with the Comcast licensing agreement during the fiscal year ending June 30, 2026.
Article Webpage	https://concordma.gov/3961/Article-54---Authorize-Expenditure-from-
Board Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

BEEDE SWIM AND FITNESS CENTER ENTERPRISE FUND EXPENDITURES
Consent Calendar

ARTICLE 55. To determine whether the Town will appropriate the amount required for the total expenses of the Community Pool Enterprise Fund for the fiscal year ending June 30, 2026 for the operation of the Community Pool, in accordance with Mass. Gen. Laws c. 44, § 53F ½, to be expended under the direction of the Town Manager; or take any other action relative thereto.

The FY26 Beede Swim and Fitness Center Enterprise Fund Budget will be submitted by the Town Manager and reviewed at a public hearing of the Finance Committee on May 1, 2025.

Article Sponsor	Town Manager
Article Motion	Mr. Griffiths moves to appropriate \$2,979,069 in enterprise fund receipts and transfer \$1,211,000 from Certified Retained Earnings as of June 30, 2024, for a total appropriation of \$4,190,069 for the Community Pool Enterprise Fund for the fiscal year ending June 30, 2026 for the operation of the Community Pool, in accordance with Mass. Gen. Laws c. 44, §53F ½ to be expended under the direction of the Town Manager.
Article Webpage	https://concordma.gov/3962/Article-55---Beede-Swim-Fitness-Center-E
Board Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

APPROPRIATE AND TRANSFER BALANCE OF PARKING METER FUND
Consent Calendar

ARTICLE 56. To determine whether the Town will vote to appropriate the sum of \$60,000, or any other sum, from Parking Meter Receipts to fund expenses related to removal of the parking meters, and further, that the balance of the fund be released for transfer or re-appropriation; or take any other action relative thereto.

This fund will be closed out and \$60,000 will be used for the removal of parking meters in Town, with the balance to be used to offset Tier 1 Capital Improvement plan projects.

Article Sponsor	Town Manager
Article Motion	Ms. Rovelli moves that the Town take appropriate \$60,000 from Parking Meter Receipts to fund expenses related to removal of the parking meters, and further, that the balance of the fund be released for transfer or reappropriation.
Article Webpage	https://concordma.gov/3963/Article-56---Appropriate-and-Transfer-Ba
Board Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action

UNPAID BILLS

ARTICLE 57. To determine whether the Town will raise and appropriate, or transfer from available funds, a sum of money to pay the unpaid bills of prior fiscal years or take any other action relative thereto.

If there are unpaid bills of a prior fiscal year, State Law requires that such bills be presented to the Town Meeting. There are two known unpaid bills as of the date of publication.

Article Sponsor	Chief Financial Officer
Article Motion	Mr. Dahlberg moves that the Town vote transfer from available funds, a total of \$6,942.62 to pay the unpaid bills of prior fiscal years or take any other action relative thereto. NOTE: 4/5 VOTE REQUIRED
Article Webpage	https://concordma.gov/3964/Article-57---Unpaid-Bills

Board Recommendations	Finance Committee: Affirmative Action Select Board: Affirmative Action
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DEBT RESCISSION
No Motion Expected

ARTICLE 58. To determine whether the Town will rescind any unused borrowing authorizations or take any other action relative thereto.

<i>If needed, this article would authorize the rescission of debt authorizations made in prior years that are no longer needed. Any borrowing authorizations identified as no longer necessary will be presented to Town Meeting.</i>

Article Sponsor	Chief Financial Officer
Article Motion	No motion anticipated
Article Webpage	https://concordma.gov/3965/Article-58---Debt-Rescission
Board Recommendations	Finance Committee: N/A Select Board: N/A

Town of Concord Finance Committee Report for FY 2026

June 2025



"Say what you have to say, not what you ought.
Any truth is better than make-believe."
Henry David Thoreau, Walden (1854)

Finance Committee Report for Fiscal Year 2026

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Cover photo credits: Town of Concord, Concord250; Concord Middle School Building Committee, SMMA Design team; Minuteman Media Network; Karlen Reed.

May 2025

To the residents of Concord:

We on the Concord Finance Committee are pleased to present this Annual Report to meet our responsibility to provide an overview of the Town's financial condition, budget, trends, challenges, and recommendations on warrant articles with a spending or borrowing component.

Our goal this year is to make the report as concise, informative, and user-friendly as possible. Of note: for the first time, in this year's report, we augment our recommendations on Annual Town Meeting warrant articles by including an estimated tax impact for each, where relevant.

This report makes it clear that Concord's financial position is precarious:

- We are an affluent community with high property values, and our tax base remains overwhelmingly residential, which means we as residents shoulder most of the burden as taxes increase to fund ever more spending and borrowing.
- Our tax levy – the total amount of funds the town raises through property taxes – is edging closer and closer to the state-defined limit. When we hit that limit, we will face a decision to pursue a tax override, which would raise our high taxes even higher, or make urgent cuts to spending.
- We continue to take on more and more debt, which increases the proportion of our budget that goes to debt service and constrains our ability to fund operations.
- Our reserves – funds set aside for rainy days – are lower than recommended levels. We are in a weak position as the likelihood of an economic downturn increases.

As a community, we must approach requests for new spending and borrowing carefully.

Given the high taxes we pay and the high overall cost to live in Concord, we expect the best of everything. Our willingness in recent years to approve almost every request for new spending at Town Meeting has resulted in increased burdens on all of us as taxpayers and has driven our spending, debt, and taxes ever higher. There are many worthy causes competing for Concord's limited financial resources.

Thank you to the members of the Finance Committee who generously volunteered their time to develop this Annual Report, especially Clerk Don Kupka, Vice Chair Lois Wasoff, Vice Clerk Karlen Reed, Guidelines Subcommittee Chair Lyndsey Lis, Peggy Briggs, and Dee Ortner. Thank you also to town officials who provided valuable input and review, including Town Manager Kerry Lafleur, Town Chief Financial Officer Anthony Ansaldi, and Assistant Superintendent of Schools Robert Conry.

Eric Dahlberg
Chair, Concord Finance Committee

1.0 Finance Committee Roles and Responsibilities

Concord's Finance Committee was established by Town bylaw in 1921 and has the following responsibilities:

- Establish fiscal guidelines for the three major budgeting entities in the Town (the Town Manager, the Concord Public School Committee, and the Concord-Carlisle Regional School Committee) in preparing their budgets. The Town's enterprise fund budgets (i.e., the Town Light Plant, other utilities, and the Beede Center) are not part of the guidelines process.
- Conduct public hearings on the budgets and other financial matters expected to come before Annual and Special Town Meetings.
- Prepare this Annual Report for distribution to all residents before the Annual Town Meeting, including recommendations on finance-related warrant articles and a summary of the Town's financial status.
- Approve or disapprove transfers of money from the Reserve Fund.

The role of the Finance Committee is limited to making recommendations. The Finance Committee regularly makes recommendations to Town Meeting, the Town Manager, the Select Board, the school committees, the Superintendent of Schools, other boards and committees, and the citizens of the Town. Responsibility for making decisions is reserved to the citizens through Town Meeting and Town elections and to staff members, boards, and committees to whom specific responsibilities have been delegated by Town by-law and/or State Law.

By tradition, Finance Committee members serve no more than two terms of three years. By this arrangement, there is always a mix of new and experienced members and a mix of new points of view and institutional memory. Members are appointed by the Town Moderator. The current members of the Finance Committee are:

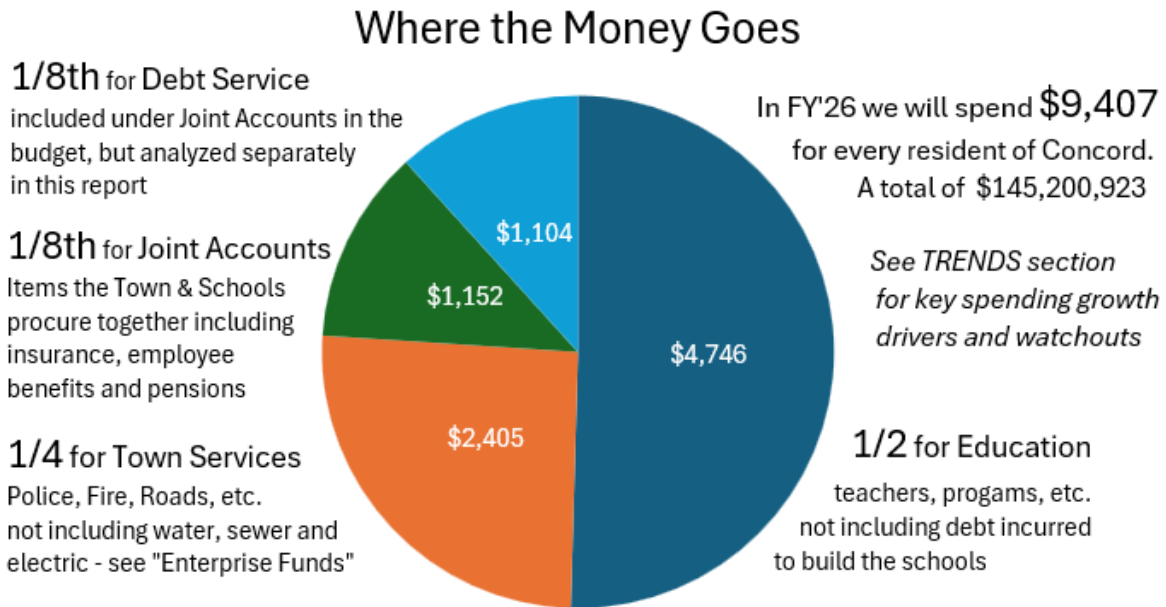
- | | | |
|-----------------|-------------------|---------------|
| • Suresh Bhatia | • Greg Guarriello | • Quazi |
| • Peggy Briggs | • Don Kupka | • Sadruzzaman |
| • Kathy Cuocolo | • Lyndsey Lis | • Sri Tupil |
| • Eric Dahlberg | • Dee Ortner | • Lois Wasoff |
| • John Garofalo | • Karlen Reed | |
| • Pat Geyer | • Paul Rodriguez | |

The Finance Committee recognizes two members, Dee Ortner and Greg Guarriello, whose terms of service conclude when Annual Town Meeting adjourns. Concord is a better place because of their service.

2.0 Executive Summary and Trends

2.1 Executive Summary

If all four Operating Budgets (Article 7 Town, Article 10 Concord Public Schools, Article 12 Concord Carlisle Regional School District and Article 17 Minuteman Regional Technical School District) are approved at Town Meeting, Concord’s total spending for FY26 will be **\$145,200,923, an increase of 4.05%** from FY25. Here is how the money will be spent in Fiscal Year 2026 (July 1, 2025 – June 30, 2026):



Debt Service is the key driver of higher spending

Spending Growth	1 year	since FY'20
Total	5.0%	27%
Education	3.2%	22%
Town Services	2.8%	26%
Debt Service	16.7%	53%
Other Joint Accts	2.6%	39%
Reference CPI Inflation since FY'20 = 26%		

We continue to absorb increased debt service expense from bond issuances to fund construction of the new Ellen Garrison Building at Concord Middle School. Other spending increases are largely in line with inflation.

Other Joint Account expenses have expanded greatly over the past five years and may do so again next year. See Section 2.1 Trends for additional information on spending growth.

Property Tax Levy is approaching state-defined limit

Concord’s projected property tax levy for FY26 is approximately \$3.4 million, or 3% under our FY26 Proposition 2 1/2 Levy Limit of \$125,514,903 (that is, the maximum amount of property taxes that can be collected under state law before requiring that the citizens approve an override). Other sources of revenue are more economically-sensitive than property taxes, and if those revenues do not meet target levels, the gap to the Levy Limit will quickly close, possibly resulting in a reduction in services. The Finance Committee urges the Town to prepare a contingency plan for a reduction in services should revenues fall short of projections.

Most revenue comes from property taxes

	Revenue	FY'26	increase
Property Taxes	\$	120,944,157	4.05%
State Aid	\$	6,312,625	2.50%
Local Receipts & Other	\$	17,944,141	14.24%
	\$	145,200,923	

83% of Concord’s budget is funded by property tax receipts. Town finances would benefit from a further increase in other sources of revenue - including commercial uses, which may generate additional revenue through Local Receipts, such as meals and hotel room taxes.

Debt has increased substantially*

If no additional debt is issued this year, Concord’s outstanding debt balance of **\$130,697,812** will decline to **\$121,195,021** by end of FY’26.

Debt Growth	1 year	since FY’20
Total Current Debt	-7.3%	161%
w/new Debt Articles	18.8%	235%

If all borrowing articles are approved, the exempt debt is further approved at the ballot, and the bonds are issued, our end of year balance will be **\$155,344,246**, an increase of **18.8%**.

Debt Service will consume more than 11% of revenue in FY’26. It is best practice to limit debt service expense to 5 -10% of operating budgets to avoid the “crowding-out” of critical town services, like road maintenance.

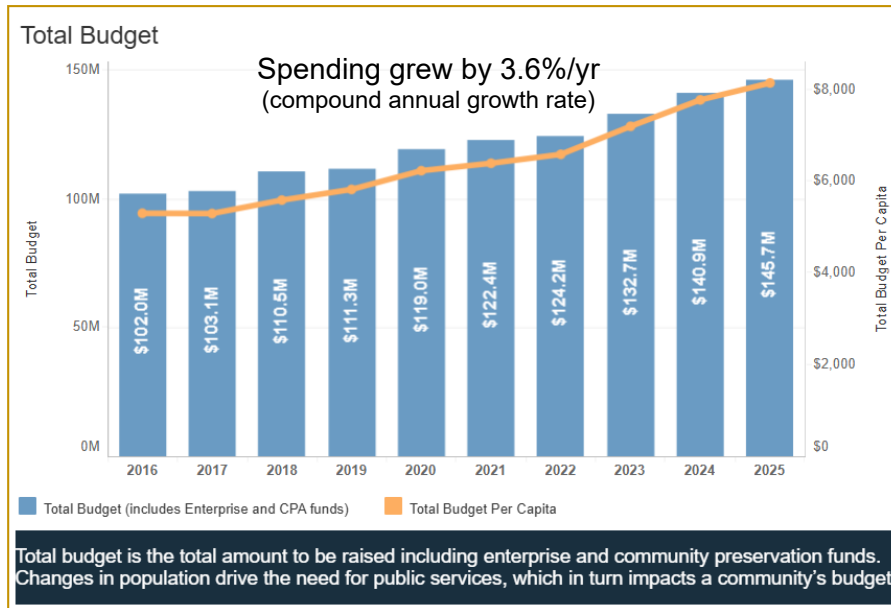
Articles Authorizing New Debt		
Article 8 ¹ Roads	\$	27,500,000
Article 9 ¹ Town	\$	6,280,000
Article 11 CPS	\$	941,570
Article 13 Amenities	\$	1,417,655
	\$	36,139,225
¹ Article 9 will be reduced by \$2M if Art. 8 passes		
² Article 8 borrowing will occur over a five year period and will offset \$10M to \$15M of non-exempt debt issuance over that period		

Concord’s Debt Service has been near the 10% level for many years. By prioritizing debt for new buildings, we have neglected to adequately fund road and bridge maintenance and have resorted to non-excluded annual debt issuance in recent years for this purpose. Concord has approximately \$15 million of outstanding non-excluded debt for road maintenance, which has further eroded the buffer to our Proposition 2 ½ Levy Limit.

* Municipal debt can be either non-excluded (that is, paid for within the Levy Limit) or excluded (paid for by borrowing that does not count against the Levy Limit and must be approved by votes at Town Meeting and the ballot box). Large capital projects (such as the Concord Middle School) are typically paid for with excluded debt. The amounts in this section include both excluded and non-excluded debt.

2.2 Trends

Trend #1: Rate of Spending Growth Accelerated



As the graphic to the left shows, the compound annual growth rate of total spending was 3.6% since FY16, but it has been accelerating.

Spending growth was 3.2% from FY16-FY21 5.0% from FY22-FY26 (compounded annually)

Source: <https://www.mass.gov/info-details/municipal-financial-self-assessment>

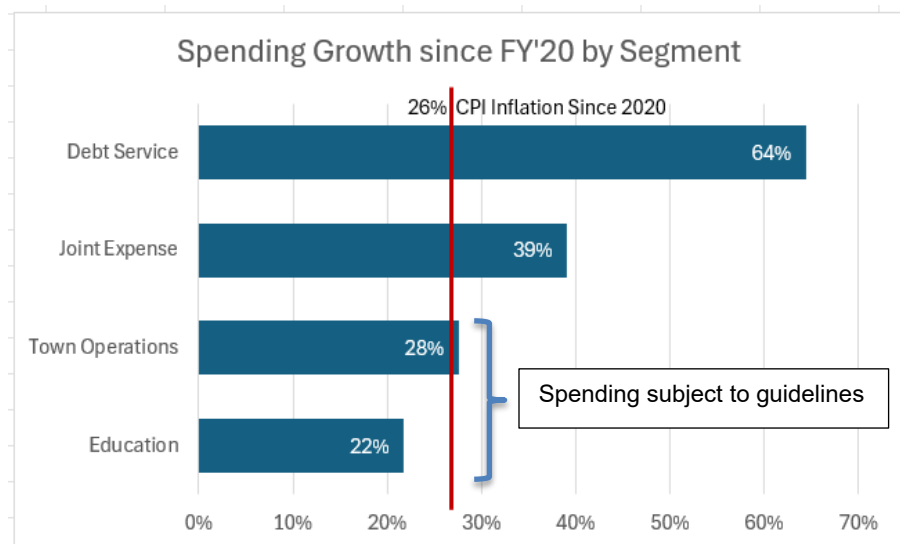
Operating budgets of the Town and Schools, which represent 75% of our spending, are subject to the guidelines process, and have **grown in line with, or below inflation**.

The main drivers of spending growth since FY'22 are the cost of **Debt Service** for the new Ellen Garrison Building at the Concord Middle School, and other **Joint Expenses** of the Town and Schools.

Middle School Debt

\$102,816,000 in 2022
\$ 7,200,000 in 2023

The rising cost of **joint expenses** (mainly insurance, employee benefits and retirement expenses), which are outside of the budget guideline process, has been a major contributor to spending growth.



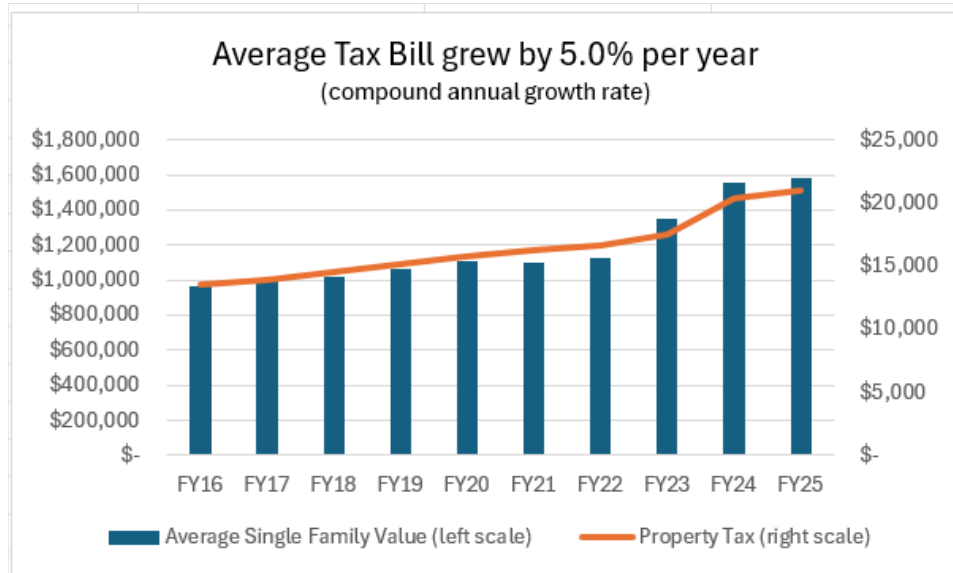
Trend #2: Property Taxes Grew Faster than Spending

Since FY16:

- Spending grew 3.6% per year, however
- Property Taxes grew 5% per year

When spending grows faster than other revenues, property taxes grow faster than spending.

Property Taxes



As shown in the graphic to the left, the assessed values of houses grew even faster than taxes. There is no guarantee this trend will continue. In a recession, spending can be expected to grow even if assessed values do not.

Here's how we can change the trend

Continuous spending discipline is always important, but when spending grows faster than revenue from other sources, property taxes have to grow faster than spending. The key to keeping property tax growth down is to increase the Town's other sources of revenue. If the other sources grow faster than spending, property tax growth will be less than spending.

83% of Concord's budget is funded by property taxes, and 93% of property value in Concord is residential. This is a higher percentage than in most of our peer communities and puts a heavier burden on residents.

The Town's future fiscal health would benefit from an increase in other revenues such as commercial taxes and Local Receipts, i.e. non-residential property tax revenues generated by commercial uses, such as the room tax generated by hotels.

Anyone concerned about the growth of Concord's property taxes should weigh the benefit of increasing other revenue sources when considering Concord's many development opportunities (i.e. redevelopment of MCI Concord, 2229 Main Street, etc.), and potential zoning changes that accommodate more commercial uses in Town.

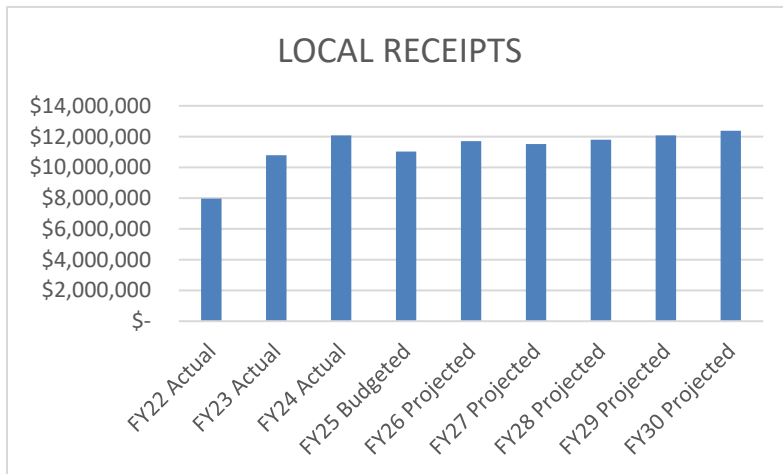
Trend #3: Approaching Proposition 2 ½ Limits

Concord has three major sources of revenue: **1. Property Tax**, also called the Levy, **2. State Aid**, and **3. Local Receipts and Other Sources of Revenue**.

State law (Proposition 2 ½) limits the annual and absolute increases in property taxes. The annual limit, called the Levy Limit, increases by 2 ½% plus the tax value of new construction in the past year¹. **Inflation is not a factor in the Levy Limit calculation** so in times of high inflation communities are challenged to restrict spending growth to levels below inflation. The Levy Limit can be raised by passing an override, the approval of which requires votes at both Town Meeting and at a town election. Overrides may be for operating budgets, or to pay the debt service of large capital projects (in that case, they are called “debt exclusions”). The voters of Concord recently approved debt exclusions to construct the new Middle School. Articles 8 and 13 this year seek authorization to issue excluded debt for roads and an amenities building, respectively.

This year Concord’s proposed Property Tax Levy is **just 3% below our Levy Limit**. Our headroom was 5% as recently as FY’22, and the current trend in spending vs. growth of the other revenue sources (State Aid, Local Receipts and Other Sources of Revenue) is bringing us closer to the need for an override for Town and School operating budgets. When override votes fail to pass, a forced reduction in services usually takes place.

Property taxes would be 10% higher if not for Local Receipt revenue.



Local receipts include the excise taxes on our cars (\$3.75M) as well as the Rooms Tax tourists pay (\$645K), and the Meals Tax paid by all when we eat in a Concord restaurant (\$515K). It even includes a portion of the Jet Fuel Sales Tax (\$460K) at Hanscomb Field.

Interest Income (\$1.95M) was another major component of Local Receipts, responsible for the large step up in revenue in FY’23 and FY’24.

Local Receipts are projected to remain around \$12 million. **Taxpayers benefit the most from the Rooms and Meals taxes of visitors and businesses.** The more than \$1.1 million dollars these taxes bring in could multiply if Concord attracts more businesses, hotels and restaurants in the future. This should inform our decisions about possible future development, including at MCI Concord, etc.

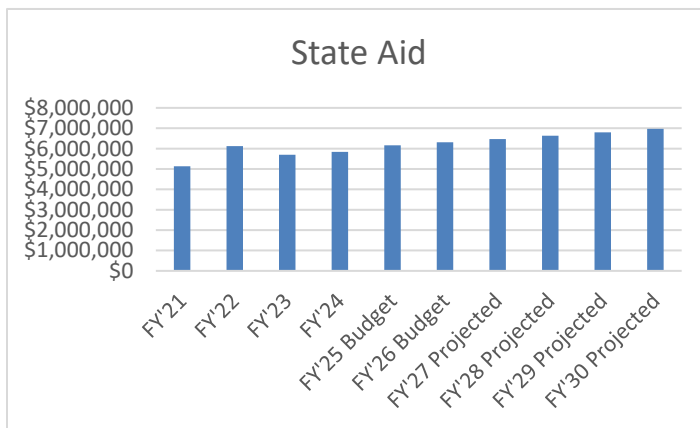
¹ For more information on Proposition 2 ½, see LEVY LIMITS: A PRIMER ON PROPOSITION 2 ½ by the Massachusetts Division of Local Services, Department of Revenue. <https://www.mass.gov/doc/levy-limits-a-primer-on-proposition-2-12-0/download>

“The transfer of funds from certain enterprise funds and other sources to offset indirect costs incurred by the Town in delivery of administrative and other services to those enterprises (shown as “Transfers and Other”) is accounted for under Local Receipts in the budget. Although these are more like reimbursements than revenue, they are recorded on the revenue side of the Income Statement and their related expenses are consolidated within the Town’s Operating budget.

The FY’26 Transfers and Other Sources of Revenue category is \$6,236,111, or 4.26% of total.

State Aid

Total gross revenue: \$6,909,493, less State Assessments & Offsets (\$588,271) = Net State Aid of \$6,321,222. All are forecast at this time, pending approval of the Governor’s Budget.

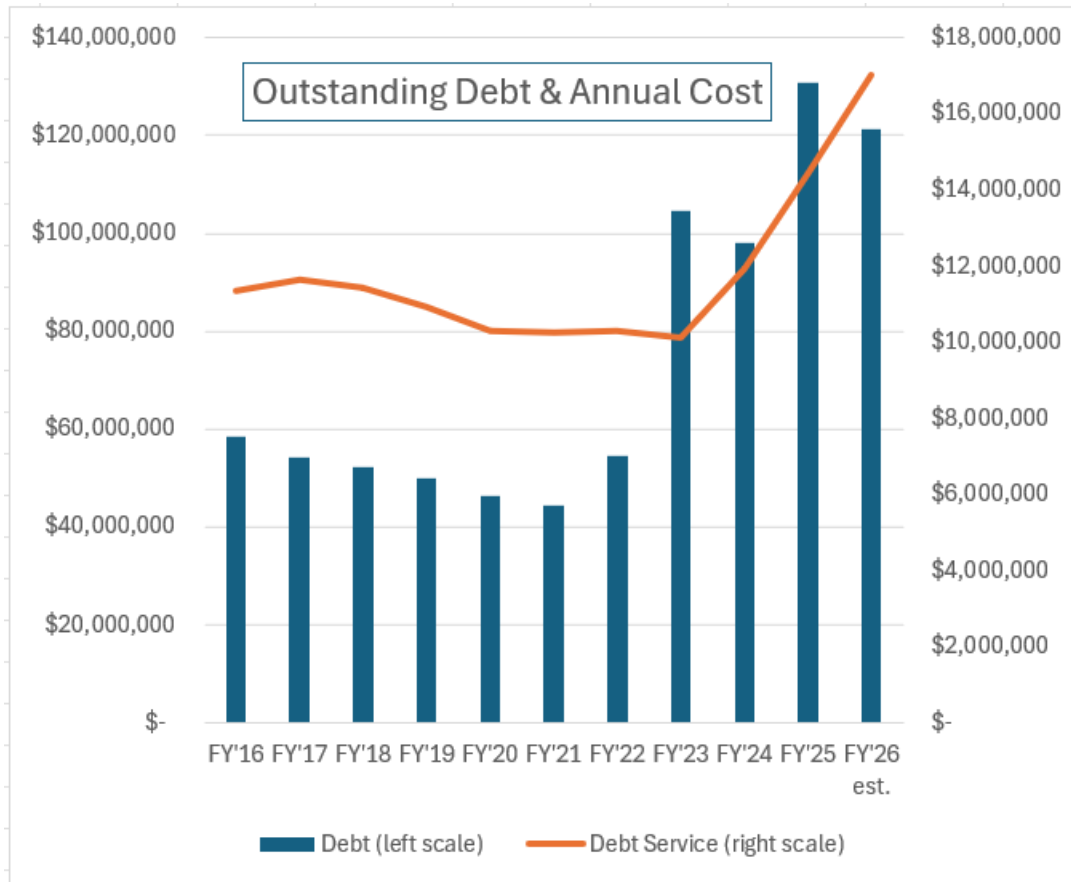


Concord receives approx. \$4.4M in State Aid for Education, \$1.5M in general aid, and nearly \$1M of payments for services the Town provides to State-owned properties, like MCI Concord. The State is continuing MCI payments for now, however that could change in the future. Note that the redevelopment of MCI Concord must produce about \$1M of revenue for the Town to offset the lost payments from the State and to provide funds to support any services needed for the

new uses. More would be needed if the new uses increase education expenses for the Town.

There has been no indication that State Aid for FY26 will be reduced; however, we cannot take this for granted – there have been previous instances of unanticipated reductions in state aid when the economy enters a recession and state revenues fall. The Town currently estimates State Aid will increase by 2.5% per year through FY’30.

Trend #4: Debt Rises to a New High



Data source: Concord Finance Dept

Like many home mortgages, the principal of Concord’s bonds is amortized over the life of the bond. Absent any newly issued debt our outstanding debt principal declines over time. If no new debt is issued this year, Concord’s outstanding principal at the end of FY’25,

Debt Growth	1 year	since FY'20
Total Current Debt	-7.3%	161%
w/new Debt Articles	18.8%	235%

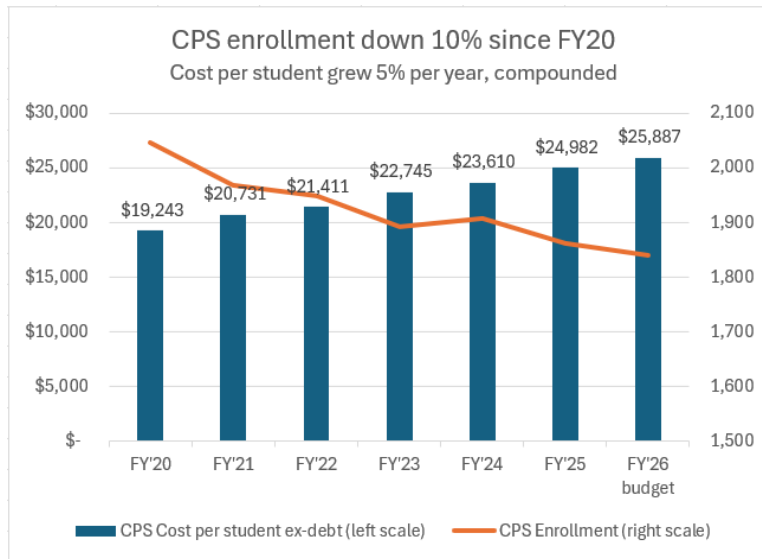
\$130,697,812, will decline to \$121,195,021 by the end of FY’26.

If all debt articles are passed this year, total debt will rise by 18.8%. Although this statement and the table above are technically correct, they are misleading for two reasons: If passed, Article 8 will be borrowed in increments over five years. If it doesn’t pass, the Town may continue its current practice of borrowing \$2M to \$3M per year for roads, which will not be necessary if the article passes. **The net impact of Article 8 on outstanding debt is nearer to 3% this year, and 10% overall.**

Debt Service will consume 11.6% of revenue in FY’26. The Commonwealth recommends that debt service be limited to 5% -10% of operating budgets to avoid the crowding-out of critical town services. The potential bond issue for roads, Article 8, is a consequence of crowding-out as Concord has prioritized increased debt for new school buildings over road and bridge maintenance in recent years.

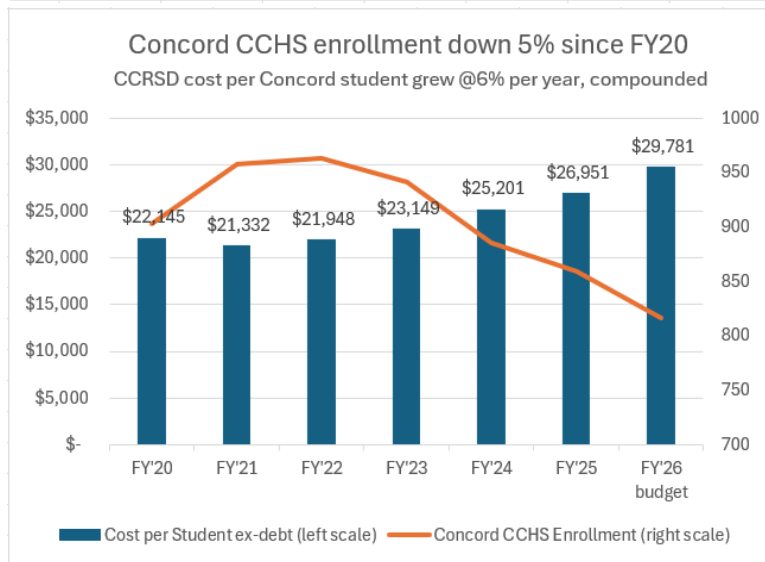
Trend #5: School budget growth low, Enrollment down, Cost per pupil up

The School budgets have increased at the slowest rate of any major budget category, rising less than inflation. The School Committee and Administration are to be commended for this. Recent trends in the cost per student point to a potential problem should enrollment rise. The slow budget growth in recent years was aided by a considerable decline in enrollment.



CPS & CCHS enrollment may rise as new housing developments come to fruition. The concern is that school budgets rose while enrollment dropped. **If enrollment grows and the cost per pupil does not decline adequately, the annual budget increase could be substantial.**

Annual change in Cost Per Pupil*		
	CPS	CCRS
FY20-FY21	7.7%	-3.7%
FY21-FY22	3.3%	2.9%
FY22-FY23	6.2%	5.5%
FY23-FY24	3.8%	8.8%
FY24-FY25	5.8%	7.0%
FY25-FY26	3.6%	10.5%



In FY21 the cost per CCHS student declined as enrollment rose but it has risen ever since. There is a double-digit increase in cost per Concord pupil at CCHS this year.

Fixed costs (i.e. administration, utilities and maintenance) don't increase or decrease with enrollment, which should have a dampening effect when enrollment rises. However, in FY24 CPS cost per student rose 3.8% despite increased enrollment that year.

Data Source: data used to create the above charts from CPS and CCRSD budget books. The Finance Committee thanks the School Committee and Administration for their help compiling and verifying this data.

*Cost per pupil is total budget less debt service divided by enrollment. CPS data does not include expenses carried in Joint Accounts with the Town (i.e. employee benefits and retirement funds). CPS and CCHS data used are not directly comparable to Massachusetts Dept. of Elementary and Secondary Education (DESE) cost data for other towns and school districts.

3.0 Fiscal Year 2026 Budget

3.1 Concord's Approach to Budgeting

Concord has traditionally taken a conservative approach to budgeting. The operating budgets are intended to maintain level services. The Finance Committee seeks to maintain operating cost increases for controllable costs within certain criteria to meet a goal of financial sustainability over the long term via the budget guideline process.

It is important for the Town to maintain flexibility in dealing with future infrastructure needs, unanticipated expenses, other contingencies, and variations in revenue. Concord tries to accomplish those goals by doing the following:

- Setting modest expectations for revenue growth, with estimates of property tax growth from new construction and renovations based only on known development activity for which there is a high likelihood of completion in the upcoming fiscal year.
- Striving to keep tax increases from depleting excess levy limit capacity so that general overrides are not required.
- Maintaining the uncommitted General Fund Balance ("Free Cash") at levels at between 5% and 10% of the subsequent year's total Town Budget.
- Supporting capital needs
 - Roughly one third of routine capital financing is derived from current resources and 2/3rd is derived from debt financing through the issuance of long-term bonds,
 - Other than buildings, which are financed with long-term debt, principal repayment is structured so that most (60%) bonded debt is retired within five years, and 90% is retired within 10 years; and
 - Strive to not burden taxpayers beyond what typical expectations of income growth can accommodate.

The Town's Free Cash position and debt policies are key factors in maintaining the Town's credit rating of Aaa (Moody's).

3.2 FY26 Budget Highlights

- The total FY26 Expense Budget is \$145,200,923, which is a 5.04% increase over FY25. Of that amount, 53% is spent on the Schools, 23% is allocated to Town Government, 21% is for joint expenses for Town Government and the Schools (such as group insurance, property and liability insurance, unemployment, workers compensation, social security and Medicare, retirement assessments and debt service); the remaining 3% is spent on the capital improvements plan and OPEB.
- FY26 Revenue comes from three main sources: 83% from Property Taxes, 4% from State Aid, 13% from Local Receipts and Other available funds (such as chargebacks from the enterprise funds, payments made in lieu of taxes by the Concord Municipal Light Plant, and releases of reserves).
- This Budget is funded mostly by a projected property tax increase of 3.99% for existing properties with unchanged assessed value, or 4.05% inclusive of new growth and reassessed properties. This rate may be higher depending upon the amount of additional borrowing, if any, approved pursuant to several pending warrant articles.
- The FY26 proposed budget increases for the three major budgeting entities (the Town, CPS and CCRSD) for spending subject to guidelines comply with final combined guideline of 2.79% set by the Finance Committee. Those increases are:
 - 2.85% increase in the Town Government budget.
 - 2.4% increase in the Concord Public Schools budget.
 - 3.48% increase for Concord's share of the high school budget.
- Debt service accounts for 11.6% of the FY26 Budget. Debt service within the Levy Limit (including principal repayments and interest) will cost \$5,568,546 (of which \$4,707,036 is related to Town Government and \$861,510 is attributable to CPS). Excluded debt (including both principal and interest) will cost \$7,966,183 (of which \$7,670,899 is attributable to CPS and \$295,296 is related to Town Government).
- The FY26 budgets reflect savings incurred from efficiencies achieved by the consolidation of the two middle schools. They also reflect adjustments made to comply with the Finance Committees guidelines such as, in the case of Town Government, a savings of \$400,000 in personnel costs through the reduction of 4.74 FTEs.
- The Commonwealth has not certified Concord's Free Cash balance as of the date this report went to print. It is estimated that Free Cash will be certified at \$10.4 million before Town Meeting begins on June 2. The FY24 Operating Budget is pending certification from Massachusetts Department of Revenue and audit.

3.3 Proposed FY26 Budget Appropriation

Source: Town of Concord Finance Department

**The Proposed Budget Appropriation
for the year beginning July 1, 2025 (FY26)**

Revenues	FY26: Warrant location reference	Budgeted FY25	Proposed FY26	percent change	percent of total
Property Taxes	N/A	\$ 116,241,894	\$ 120,944,157	4.05%	83.29%
Total State Aid	N/A	6,158,659	6,312,625	2.50%	4.35%
Total Local Receipts, and Other Sources	N/A	15,707,948	17,944,141	14.24%	12.36%
		\$ 138,108,502	\$ 145,200,923	5.14%	100.00%

Expenditures	FY26: Warrant location reference	Appropriated FY25	Proposed FY26	percent change	percent of total
Town Government					
General Government	Art. 7, item 1	\$ 5,602,619	\$ 3,641,559	-35.00%	2.51%
Legal Services	Art. 7, item 2	400,000	400,000	0.00%	0.28%
Finance	Art. 7, item 3	2,599,727	2,710,398	4.26%	1.87%
Planning & Land Management	Art. 7, item 4	2,628,721	2,297,065	-12.62%	1.58%
Human Services, including Library	Art. 7, item 5	3,488,951	3,848,785	10.31%	2.65%
Public Safety (Police & Fire)	Art. 7, item 6	12,106,896	12,650,246	4.49%	8.71%
Public Works	Art. 7, item 7	5,112,219	7,168,703	40.23%	4.94%
Unclassified	Art. 7, item 8	25,000	25,000	0.00%	0.02%
Reserve Fund	Art. 7, item 9	200,000	200,000	0.00%	0.14%
Salary Reserve	Art. 7, item 10	581,506	737,133	26.76%	0.51%
	Subtotal, Town Gov't	\$ 32,745,639	\$ 33,678,889	2.85%	23.19%
Employee Benefits (Town & CPS only)					
Group Insurance	Art. 7, item 12A	\$ 8,000,000	\$ 9,405,564	17.57%	6.48%
Retirement (pension funding)	Art. 7, item 13A&B	5,999,746	5,151,281	-14.14%	3.55%
Social Security & Medicare	Art. 7, item 12E	1,028,735	905,172	-12.01%	0.62%
	Total Employee Benefits	\$ 15,028,481	\$ 15,462,016	2.88%	10.65%
Town & School (CPS) debt service					
debt repayment within levy limit	Art. 7, item 14	\$ 4,453,350	\$ 5,568,546	25.04%	3.84%
debt excluded from levy limit	Art. 8 & Art. 13	6,590,674	8,109,952	23.05%	5.59%
	Total Tax-Supported	11,044,024	13,678,498	23.85%	9.42%
	total debt service	\$ 11,044,024	\$ 13,678,498	23.85%	9.42%
Property & Liability Insurance					
	Art. 7, item 12B	539,412	617,087	14.40%	0.42%
Unemployment/Workers Comp					
	Art. 7, item 12C & D	316,909	337,339	6.45%	0.23%
	Article 7, total:	59,674,465	63,773,830	6.87%	43.92%
OPEB Trust, General Fund					
	Art. 20	1,364,609	1,364,609	0.00%	0.94%
Capital Outlay, Cash					
	Art. 9	2,180,000	2,948,520	35.25%	2.03%
Minuteman Tech Regional HS					
		\$ 1,199,233	\$ 1,325,132	10.50%	0.91%
Minuteman Tech Regional HS- debt		533,573	447,241	-16.18%	0.31%
	Art. 17	1,732,806	1,772,373	2.28%	1.22%
Concord Public Schools (CPS)					
	Art. 10	\$ 46,515,714	\$ 47,632,034	2.40%	32.80%
Concord-Carlisle Regional HS (Concord's assessment share)					
	Operations	\$ 23,150,489	\$ 24,301,422	4.97%	16.74%
	Debt Service	2,990,419	2,908,135	-2.75%	2.00%
	Art. 12	\$ 26,140,908	\$ 27,209,557	2.22%	18.74%
TOTAL Town Meeting appropriations		\$ 137,608,502	\$ 144,700,923		
NOT Appropriated:					
Snow & Ice expense account deficit		-	-		
Overlay for tax exemptions and abatements		500,000	500,000	0.00%	0.34%
		\$ 500,000	\$ 500,000	0.00%	0.34%
TOTAL SPENDING PLAN		\$ 138,108,502	\$ 145,200,923	5.14%	100.00%
Unused Levy Capacity		\$ 4,024,778	\$ 3,426,977	-14.85%	

4.0 Finance Committee Guidelines for FY26

Each year, the Finance Committee publishes a budget guideline for each of our Town's three primary budgeting entities: Town Government, the Concord Public Schools, and Concord's portion of the Concord Carlisle Regional High School. The guideline covers approximately 75% of total town expenses. Spending for items such as debt service, Tier I and II capital, Town and CPS non-teacher employee benefits and retirement, and liability insurance are not included in the guideline process.

The guideline specifies the amount of the increase over the prior year's "spending subject to guidelines" available to each unit for the next fiscal year. The process of preparing the guideline begins by considering several factors to gauge the regional financial environment, which include general inflation, tax collection rates for the Town, local receipts projections, and estimates of state aid for the upcoming fiscal year.

This year, we made three enhancements to the guidelines process:

1. To ensure equitable treatment across the budgeting entities, we excluded Tier I capital expenditure from the Town and Schools. Previously, Tier I capital was included in guideline for the Town and CCRSD but was excluded from the CPS guideline. Tier I capital this year will be handled via individual warrant articles for all budgeting entities: Town, CPS, and CCRSD.
2. So as not to penalize operators for elements of the operating budget that are out of control of the operators, this year we excluded Out of District (OOD) tuition payments for CPS and CCRSD from guideline calculation. OOD tuition can be unpredictable. By excluding it from the calculation, we lessen the risk that other parts of the budget need to be cut if OOD tuition comes in higher than forecasted.
3. For the first time, the Concord and Carlisle Finance Committees collaborated in finalizing the CCRSD guideline. The Committees met in joint session to align on a process that accommodated the priorities of both communities and reached agreement on the final guideline figure. We also pledged to strive to collaborate further - starting earlier in the annual guideline process - in future years.

Each year, the Committee's goal is to establish guidelines that allow the town to:

- Maintain level service for Town and Schools, recognizing cost growth.
- Keep a level of excess levy limit capacity sufficient to avoid general overrides.
- Maintain an adequate Free Cash balance.
- Continue investing in ongoing capital needs.
- Avoid burdening taxpayers beyond normal expectations of income growth.
- Maintain the town's character, including economic diversity of residents.

Of these goals, this year the goal of maintaining excess levy capacity factored most prominently in the establishment of the final guideline. To maintain excess levy capacity at the same levels as in FY25 would have required a 2.44% increase in spending subject to guidelines.

Considering the goals stated above, the Finance Committee arrived at a combined guideline of 2.79% which resulted in the following Final Guideline for each budgeting entity:

- Town spending subject to guidelines should increase from \$32.7M to \$33.7M (2.85%).
- CPS spending, after factoring in the savings realized by consolidating the two middle schools, should increase from \$46.5M to \$47.6M (2.40%).
- CCRSD spending should increase from \$23.2M to \$23.9M (3.48%).

Budget unit	FY25 approved at Town Meeting	FY26 Final Guideline, \$	FY26 Final Guideline (% increase over FY25 approved)
<u>Concord Public Schools</u>			
Without Middle School Savings	\$46,515,714	\$48,132,091	3.47%
With Middle School Savings	\$46,515,714	\$47,632,091	2.40%
<u>Concord Carlisle Regional School District</u>	\$23,150,489	\$23,957,154	3.48%
<u>Town</u>	\$32,745,639	\$33,678,889	2.85%
Total / Aggregate	\$102,411,842	\$105,268,135	2.79%

5.0 Five-Year Projection of Real Estate Taxes

Below is a five-year projection of property taxes for \$1 million in residential assessed value. We provided two sets of projections:

- The first projection does not include any debt that has not yet been authorized. In other words it does not include the impact of FY26 debt Article 8 (Excluded debt, \$27.5M Roads, to be borrowed at a rate of approximately \$6.3M per year), Article 9 (Town Tier 2 non-excluded debt, \$1.7M), Article 11 (CPS Tier 2 non-excluded debt, \$650K), or Article 13 (Excluded debt, \$1.4M High School Amenities Building), nor does it include the tax impact of any future potential new excluded debt articles.
- The second projection does include the impact of FY26 debt articles 8, 9, 11, and 13 but again does not include the tax impact of any future new excluded debt articles. Future excluded debt articles could, if approved by votes at Town Meeting and the ballot, authorize borrowing for major capital projects, e.g., for development at the MCI site or the site at 2229 Main Street or replacement of the Public Works facility or Public Safety building. Funding major capital projects may lead to meaningful increases in residential taxes in the future, especially if they are not met with some measure of corresponding increases in non-property tax revenue, including commercial tax revenue.

Neither projection reflects any increase in the residential tax base, or cost of services, resulting from pending development projects, including the two 40B projects, NOVO Riverside Commons Avenue and the Residences at Thoreau.

Projection 1 for impact per \$1 million in residential assessed value: Not including Articles 8, 9, 11, and 13 and not including any future excluded capital spending

	FY25	FY26	FY27	FY28	FY29	FY25-26	FY26-27	FY27-28	FY28-29
Residential tax bill estimate current year per \$1M assessed value	\$13,260	\$13,819	\$14,061	\$14,410	\$14,750	4.2%	1.7%	2.5%	2.4%
Add: 2.5% levy increase	\$332	\$345	\$352	\$360	\$369				
Additional tax levy used not including approved excl. debt service change	\$190	-\$50	\$7	\$68	\$20				
Total approved excl. debt service change YOY (incl. MS stabil. fund use of \$1M/yr)	\$37	-\$54	-\$9	-\$89	-\$69				
Next year's tax bill	\$13,819	\$14,061	\$14,410	\$14,750	\$15,069				

Projection 2 for impact per \$1 million in residential assessed value: Including Articles 8, 9, 11, and 13 but not including any future excluded capital spending

	FY25	FY26	FY27	FY28	FY29	FY25-26	FY26-27	FY27-28	FY28-29
Residential tax bill estimate current year per \$1M assessed value	\$13,260	\$13,834	\$14,223	\$14,654	\$15,079	4.3%	2.8%	3.0%	2.9%
Add: 2.5% levy increase	\$332	\$346	\$356	\$366	\$377				
Additional tax levy used not including approved excl. debt service change	\$190	-\$50	\$7	\$68	\$20				
Total approved excl. debt service change YOY (incl. MS stabil. fund use of \$1M/yr)	\$37	-\$54	-\$9	-\$89	-\$69				
Article 8 - Roads - Excluded debt service change YOY	\$12	\$80	\$80	\$80	\$73				
Article 9 - Town Tier 2 capital - Non-excluded debt service change YOY	\$0	\$34	-\$1	-\$1	-\$1				
Article 11 - CPS Tier 2 capital - Non-excluded debt service change YOY	\$0	\$17	-\$1	-\$1	-\$1				
Article 13 - CCHS Amenities Building - Excluded debt service change YOY	\$3	\$16	\$0	\$0	-\$1				
Next year's tax bill	\$13,834	\$14,223	\$14,654	\$15,079	\$15,477				

Last year's report included a tax impact table that depicted a different and higher annual rate of tax increases, which was based on different assumptions. This year, the tax impact table includes conservative estimates for budgetary unit operating spending increases and only includes approved existing debt or debt for which there are 2025 warrant articles (articles 8, 9, 11, and 13). Any future changes to service levels, debt levels, or revenue may have tax implications that are not included herein.

6.0 Finance Committee Recommendations on Warrant Articles

The Finance Committee conducted public hearings on articles with a spending or borrowing component and subsequently voted to offer recommendations as shown in the table below. The Finance Committee could vote one of three ways on each article:

- A recommendation of “**Affirmative Action**” indicates that a majority of Finance Committee members support Town Meeting approval of the article.
- A recommendation of “**No Action**” indicates that a majority of Finance Committee members do not support Town Meeting approval of the article.
- For a few articles, the Finance Committee voted to **defer action** to Annual Town Meeting, meaning that a vote will be taken during Town Meeting, which begins June 2nd.

Note: “Estimated tax change” is **per \$1M of assessed value**, except as noted.

Article	Estimated Tax Change	Finance Committee Recommendation
Article 3. Meeting Procedure	Does not change property taxes.	The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. This article is sponsored by the Finance Committee to ensure that all articles and amendments moved by town meeting are in compliance with the requirements of the Mass. Gen. Laws c. 59, § 21C.
Article 6. FY25 Budget Line-Item Adjustments	Does not change property taxes.	<i>There is no motion anticipated for this article.</i>
Article 7. FY26 Town Budget	\$315 net increase (includes the increase in debt service expense for the new school building as previously approved)	The Finance Committee voted to recommend Affirmative Action on this article by a vote of 12-1. The town budget meets the Finance Committee’s FY26 guideline for spending, which was set at \$33,678,889, or a 2.85% increase over FY25. During deliberation on this article, Finance Committee questions focused on the increase in spending on joint accounts, debt service, areas for future efficiencies and savings, and concerns about headcount.

Article	Estimated Tax Change	Finance Committee Recommendation																								
<p>Article 8. Debt Exclusion for Road Maintenance</p>	<p>Tax change is per \$1,477,028 of assessed value.</p> <table border="1" data-bbox="548 426 719 877"> <tr><td>FY26</td><td>\$ 18</td></tr> <tr><td>FY27</td><td>\$ 136</td></tr> <tr><td>FY28</td><td>\$ 255</td></tr> <tr><td>FY29</td><td>\$ 480</td></tr> <tr><td>FY30</td><td>\$ 520</td></tr> <tr><td>FY31</td><td>\$ 519</td></tr> <tr><td>FY32</td><td>\$ 519</td></tr> <tr><td>FY33</td><td>\$ 519</td></tr> <tr><td>FY34</td><td>\$ 401</td></tr> <tr><td>FY35</td><td>\$ 283</td></tr> <tr><td>FY36</td><td>\$ 165</td></tr> <tr><td>FY37</td><td>\$ 47</td></tr> </table> <p>Data by Hilltop Securities. Full table in Appendices</p> <p>This exempt debt replaces future non-exempt borrowing, reducing net tax impact.</p>	FY26	\$ 18	FY27	\$ 136	FY28	\$ 255	FY29	\$ 480	FY30	\$ 520	FY31	\$ 519	FY32	\$ 519	FY33	\$ 519	FY34	\$ 401	FY35	\$ 283	FY36	\$ 165	FY37	\$ 47	<p>The Finance Committee recommends Affirmative Action on this Article by a vote of 9-3.</p> <p>This article will appropriate a sum not to exceed \$27.5 million to fund a five-year road maintenance program including pedestrian and bicycling safety improvements. The goal of this Article is to frontload investment in our roads to achieve a higher condition of pavement that will be less costly to maintain in the future.</p> <p>Committee members observed that the Town has been borrowing for road maintenance every year using non-excluded debt as part of the Concord Public Works budget. If Article 8 passes, members noted that the Town will be using excluded debt which will give us more headroom towards our Proposition 2 ½ limit. Members acknowledged that this is a lot of money and noted that the Transportation Advisory Committee has submitted a support letter that emphasized the multi-year aspect for road maintenance.</p> <p>Members commented that it has been a focus of this Committee for the last couple of years to try to get people thinking about long-term capital planning. Several Committee members were concerned that this was too much debt to be taken on during a time of economic uncertainty, and some questioned why the Town has not taken better care of its roads given our tax level. Other members looked at the overall cost avoidance of the Article; others asked whether we could wait one year to begin the program.</p>
FY26	\$ 18																									
FY27	\$ 136																									
FY28	\$ 255																									
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FY33	\$ 519																									
FY34	\$ 401																									
FY35	\$ 283																									
FY36	\$ 165																									
FY37	\$ 47																									
<p>Article 9. FY26 Capital Improvement and Debt Plan</p>	<p>\$36 net increase</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. It includes a number of small and mid-sized capital projects that align with departments' needs and with the Town's bigger picture capital plan. Of note, it includes \$2M in borrowing for pavement management which will not be borrowed if Article 8. Debt Exclusion for Road Maintenance is approved at Town Meeting and subsequently at the ballot box.</p>																								

Article	Estimated Tax Change	Finance Committee Recommendation
Article 10. Concord Public Schools Operating Budget	\$119 net increase (Includes \$500,000 savings from consolidation of Middle School buildings)	The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. The CPS operating budget met the guidelines for spending issued by the Finance Committee. The recommended budget for FY26 is \$47,632,034 which is \$1,116,321 more than the FY25 budget - or a 2.4% increase.
Article 11. Concord Public Schools Capital Budget	\$119 net increase	The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. The CPS operating budget met the guidelines for spending issued by the Finance Committee. The recommended budget for FY26 is \$47,632,034 which is \$1,116,321 more than the FY25 budget - or a 2.4% increase.
Article 12. Concord-Carlisle Regional School District Budget	\$114 net increase	The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. The CCRSD operating budget met the guidelines for spending issued by the Finance Committee. The recommended budget for FY26 is \$40,384,952, a 3.62% increase over FY25. Concord's assessment for FY26 is \$27,209,557.
Article 13. Amenities Building	Tax change is per \$1,477,028 of assessed value. FY26 \$ 4 FY27 \$ 27 FY28 \$ 27 FY29 \$ 27 FY30 \$ 26 FY31 \$ 26 FY32 \$ 27 FY33 \$ 27 FY34 \$ 27 FY35 \$ 27 FY36 \$ 26 Data by Hilltop Securities. Full table in Appendices	The Finance Committee voted to recommend Affirmative Action on this article by a vote of 7 to 5. To comply with state regulations regarding bathroom facilities for field athletics and to provide a long-term structure that minimizes environmental impact. Included in the plans are spaces for storage and concessions. The Finance Committee requested additional information regarding the required municipal waste connection (system capacity and connection cost) and was given assurance that the budget is adequate to cover this critical item.

Article	Estimated Tax Change	Finance Committee Recommendation
Article 14. Non-Resident Tuition Revolving Fund	Does not change property taxes.	The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. This article was non-controversial at hearing and has no impact on Town's general budget.
Article 15. Facilities Rental Revolving Fund	Does not change property taxes.	The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. This article establishes a facilities rental revolving fund for Concord Public Schools Facilities. If the Town votes in the affirmative, it will enable the Concord Public Schools to accept fees related to the rental of facilities which will be used to offset costs and maintenance of the facilities.
Article 16. Authority to Contract for up to Five Years for Selected Items	Does not change property taxes.	The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. Typically, municipalities are authorized to contract for three year periods. This article will extend that period to five years and provide the town with additional leverage to negotiate better terms and price discounts without needing a separate annual article at each Town meeting.
Article 17. Minuteman Regional Technical School District Budget	\$4 net increase	The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. As a member of the Minuteman Regional Technical High School District, Concord agrees to pay an assessed share of the regional district's operating budget. The amount of the assessment paid by each town participating in the regional district is determined by a formula established in the regional agreement and relies in part on a four year average of enrollment for member communities. This Article authorizes the payment of Concord's FY25 assessment.

Article	Estimated Tax Change	Finance Committee Recommendation
<p>Article 18. Creation of Capital and Debt Stabilization Funds</p>	<p>Does not change property taxes but could reduce the annual tax impact of future capital projects.</p>	<p>The Finance Committee voted to defer action on this article until Town Meeting. This article will establish two funds, as follows: (1) Debt Stabilization Fund, for the purpose of offsetting the debt associated with future capital projects, and to transfer \$500,000 from Free Cash into said fund; and (2) Capital Stabilization Fund, for the purpose of funding future capital projects, and to transfer \$100,000 from Free Cash into said fund.</p> <p>The conservative estimate for free cash for FY25 is \$10,400,000. After deducting the cost of Annual Town Meeting 2025 articles that, if approved, would be funded by free cash allocations, the balance of available free cash is forecasted to be \$9,980,094, which is \$1,693,584 above the 6% Target for Free Cash as a % of the prior year's operating budget (\$8,286,510 = 6%). The \$600,000 total for this article would come out of the \$1,693,584 in excess Free Cash, leaving \$1,093,584 in excess free cash above the 6% target.</p>
<p>Article 19. Appropriation to General Stabilization Fund</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to defer action on this article until Town Meeting. This article will move the remaining \$1,093,584 in excess in Free Cash above the 6% target to the existing General Stabilization Fund, the current balance of which is ~\$5,000 total.</p>
<p>Article 20. OPEB Trust Fund Appropriation</p>	<p>\$11 net increase</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. Similar to last year, this appropriation comes from the General Fund, the Light Fund, and the Broadband Fund.</p>
<p>Article 21. OPEB Trust Fund Expense</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. The Town appropriates the expenses of the OPEB Trust Fund and pays them directly rather than deducting those expenses from investment earnings.</p>

Article	Estimated Tax Change	Finance Committee Recommendation
<p>Article 22. Retirement Board Stipends</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this Article by a vote of 9 to 3, with 1 abstention. This article will provide the five members of the Retirement Board with an annual stipend of \$4,500 each, paid from the investment proceeds of the Concord Retirement Fund. The Committee raised concerns about setting a precedent of paying committee members for their volunteer service to the Town and providing a stipend even though all service-related costs are reimbursed. These aspects were outweighed by the recognition of the responsibilities of the Board, the stipend is authorized by the Legislature, the funds are paid from the Retirement Fund and not the Town's General Fund, and the Board has difficulty in attracting qualified candidates for membership.</p>
<p>Article 23. Acceptance of the HERO Act</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. The exemption for disabled veterans is a small token of thanks for the sacrifices made by our neighbors and their families. The assessor will validate each exemption against the Commonwealth statute annually. This Article authorizes the additional exemption for assessor validated disabled veterans.</p>
<p>Article 24. Transfer from Middle School Stabilization Fund</p>	<p>(\$107) net decrease</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. The Middle School Stabilization Fund was created to provide a source of revenue to reduce the tax impact during peak years of debt service payments for the Ellen Garrison Building at Concord Middle School. The Article applies \$1,000,000 toward the cost of debt service this year.</p>
<p>Article 25. Transfer of Peabody School and Appropriate Funds</p>	<p>Does not change property taxes. (The Free Cash utilized is equivalent to \$11 property tax)</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by a vote of 7 to 4 with 2 abstentions. These funds will support the insurance, utilities and maintenance of the site for FY26. The Town is forming a committee to review Town needs and available real estate. Recommendations for future reuse or surplus of the three parcels (approx. 20 acres) comprising the Peabody School property will be an outcome of this study.</p>

Article	Estimated Tax Change	Finance Committee Recommendation
<p>Article 29. Feasibility of Acquiring 2229 Main Street (NMI Starmet Site)</p>	<p>Does not change property taxes.</p>	<p><i>There is no motion anticipated for this article.</i></p>
<p>Article 32. Betterments for Temporary Improvements to a Private Way - Darton and Dover Streets</p>	<p>Does not change property taxes.</p>	<p><i>There is no motion anticipated for this article.</i></p>
<p>Article 33. MCI Concord - Planning</p>	<p>Does not change property taxes. (The Free Cash utilized is equivalent to \$27 of property tax)</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by a vote of 13-1. The article allocates \$250,000 from Free Cash to be used for consultant services associated with the study of the potential reuse of MCI Concord, including potential re-zoning of the parcel. Specific contracts have not been identified, and funds will be allocated by the Select Board.</p>
<p>Article 34. Stormwater Enterprise Fund Expenditures</p>	<p>Does not change property taxes, but the resulting budget will be used to establish a new fee structure for all property owners. That structure has not yet been finalized by the Public Works Commission.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this Article by a vote of 11-3. This Article will authorize the Public Works Commission (PWC) to spend the Fund's FY26 budget. The PWC estimates the FY26 budget to be \$1.06 million and will set the rates and a credit policy at a May 14 public hearing. This new enterprise fund was established at 2024 Town Meeting to recover the costs of repairing and improving our Town's stormwater system (clean and repair drainpipes, culverts, and catch basins; monitor, inspect, and remove pollutants like phosphorous; EPA permit compliance; billing; water quality monitoring; etc.).</p> <p>Several Committee members opposed the Article, citing concerns that a new enterprise fund that will impact property owners during this economic climate, and as the Town's payment-in-lieu-of taxes (PILOT) fee program for non-profits is starting. Most Committee members supported the Article, noting that half of its budget will come from commercial and non-profit properties; the PILOT program is slow to start; and the alternative to passage is drawing from the Town's general fund to pay for Town stormwater repairs.</p>

Article	Estimated Tax Change	Finance Committee Recommendation
<p>Article 47. Community Preservation Appropriation Recommendations</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article (on all projects) by unanimous vote. The total appropriation sought in the article is \$1,450,460. All projects were reviewed and approved by the Town Community Preservation Committee (CPC) and are funded by monies collected as a 1.5% surcharge on property tax bills supplemented by partial state matching funds.</p>
<p>Article 48. Authorize Expenditure of Revolving Funds under Mass. Gen. Laws 44 § 53 E1/2</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. This is a routine authorization of annual spending limits from Revolving Funds, expenditures made pursuant to the Town’s Revolving Fund By-Law with the approval of the Town Manager</p>
<p>Article 49. Light Fund Budget and PILOT Payment</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. This is a routine, non-controversial annual action authorizing the Light Plant to expend its income from operations for the expenses of the Light Plant, and further provides for the transfer of \$451,000 (or some other sum) from the Operating Fund of the Light Plant to be used by the Board of Assessors to reduce the tax levy for the fiscal year ending June 30, 2026.</p>
<p>Article 50. Solid Waste Fund Budget</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. This article authorizes the Town Manager to allocate the funds in the Solid Waste Disposal Fund (which are generated from user fees charged for the Town’s curbside recycling program) without the need for further appropriation. This is a routine, non-controversial annual action authorizing the use of the fund to operate the solid waste and recycling collection and disposal program.</p>

Article	Estimated Tax Change	Finance Committee Recommendation
<p>Article 51. Sewer Fund Budget</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. This article authorizes the Town Manager to use cash on hand in the Sewer Fund and revenue generated within fiscal year 2026 for the operation, maintenance and improvement of the Town’s sewer system. The entire cost of operations, maintenance, capital replacement and renewal are funded by user fees. Currently, about one-third of Concord’s residences and many businesses and institutions are connected to the Town’s municipal sewer system. This has been a routine annual action.</p>
<p>Article 52. Sewer Improvement Fund Budget</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. The Sewer Improvement Fund is a sub-fund of the Sewer Fund consisting of improvement fees paid by certain properties for connecting to the sewer system. The Article authorizes expenditure from the Fund under the direction and control of the Town Manager for construction and expansion of sewer lines and treatment facility capacity.</p>
<p>Article 53. Water System Expenditures</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. This article represents a routine annual action related to the Water Fund which is an Enterprise Fund for which the entire cost of operations is borne by user fees. The annual action authorizes the Town Manager to use cash on hand in the Water Fund and fiscal year 2026 revenue for the operation and maintenance and improvement of the Town’s water system.</p>
<p>Article 54. PEG Fund Budget</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. This article represents a routine annual action related to the PEG Access Fund which is an Enterprise Fund for which the cost of public access via the Minuteman Media Network.</p>
<p>Article 55. Beede Swim and Fitness Center Enterprise Fund Budget</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this article by unanimous vote. This article represents an annual action related to the operating budget of the Beede Center, which is an Enterprise Fund for which the entire cost of operations is borne by user fees.</p>

Article	Estimated Tax Change	Finance Committee Recommendation
<p>Article 56. Appropriate and Transfer Balance of Parking Meter Fund</p>	<p>Does not change property taxes. (The Free Cash utilized is equivalent to \$27 property tax).</p>	<p>The Finance Committee voted to recommend Affirmative Action on this Article by unanimous vote. Last year, the Select Board decided to discontinue the use of parking meters as of June 30, 2023. Funds from the Parking Meter Fund can only be released by a vote of Town Meeting. Affirmative Action on this article will transfer the remaining balance Free Cash and close out this fund.</p>
<p>Article 57. Unpaid Bills</p>	<p>Does not change property taxes.</p>	<p>The Finance Committee voted to recommend Affirmative Action on this Article. This is a routine article required by state law, Ch. 44 § 64: Payment of bills incurred in excess of appropriations: <i>Any town or city having unpaid bills of previous fiscal years which may be legally unenforceable due to the insufficiency of an appropriation in the fiscal year in which such bills were incurred may, in the case of a town, at an annual meeting by a four fifths vote.</i></p>
<p>Article 58. Debt Recission</p>	<p>Does not change property taxes.</p>	<p><i>There is no motion anticipated for this article.</i></p>

Planning Board Report

Pursuant to Massachusetts General Law Chapter 40A, Section 5, the Planning Board must present a written or oral report with recommendations to the town meeting. If 21 days have passed between the Planning Board’s public hearing and the date of the town meeting, then the town meeting may act on the Article even in the absence of a report from the Planning Board. On May 6, 2025, the Planning Board took the following action:

Article 37:

Planning Board Recommendation: The Planning Board voted unanimously to recommend Town Meeting take affirmative action on Article #37 as printed in the Briefing Book based on the explanation provided in the Briefing Book. The Planning Board is adding to the Motion the phrase “or tenant” because including this phrase would then require any change in tenants, regardless of the type of use, to provide further documentation and a new joint parking agreement.

Article 38:

Planning Board Recommendation: The Planning Board voted unanimously to recommend Town Meeting take affirmative action on Article #38 as printed in the Warrant based on the explanation provided in the Briefing Book.

Article 39:

Planning Board Recommendation: The Planning Board voted unanimously to recommend Town Meeting take affirmative action on Article #39 as printed in the Warrant based on the explanation provided in the Briefing Book.

Article 40:

Planning Board Recommendation: The Planning Board voted unanimously to recommend Town Meeting take affirmative action on Article #40 as printed in the Warrant based on the explanation provided in the Briefing Book.

Article 41:

Planning Board Recommendation: The Planning Board voted unanimously to recommend Town Meeting take no action on Article #41 because the Planning Board has been directed by the Select Board and has committed to conducting a comprehensive review of Zoning Bylaw Section 7.8 Personal Wireless Communications Facility Bylaw to bring forth proposed amendments to the 2026 Annual Town Meeting.

Article 42:

Planning Board Recommendation: The Planning Board voted unanimously to recommend Town Meeting take affirmative action on Article #42 as printed in the Warrant based on the explanation provided in the Briefing Book.

Article 43:

Planning Board Recommendation: The Planning Board voted unanimously to recommend Town Meeting take affirmative action on Article #43 as printed in the Warrant based on the explanation provided in the Briefing Book.

Article 44:

Planning Board Recommendation: The Planning Board voted unanimously to defer its recommendation on Article #44 until Town Meeting.

Article 45:

Planning Board Recommendation: The Planning Board voted unanimously to recommend Town Meeting take affirmative action on Article #45 as printed in the Warrant based on the explanation provided in the Briefing Book.

Article 46:

Planning Board Recommendation: The Planning Board voted unanimously to defer its recommendation on Article #46 until Town Meeting.

Proclamation in Honor of Terri Ackerman

WHEREAS, Terri Ackerman, a dedicated resident of Concord since 2001, has demonstrated an unwavering commitment to the town through extensive public service and volunteerism; and,

WHEREAS, she brought 25 years of local government management experience to her role, including serving as Assistant Town Manager in Sudbury, Town Administrator in Braintree and Sterling, and Interim Town Manager in North Andover; and,

WHEREAS, in 2019, Terri Ackerman was elected to the Select Board, serving from 2019 to 2025, serving as Chair in 2021, and reelected in 2022, where she provided insightful leadership and a collaborative approach to governance; and,



WHEREAS, Terri Ackerman's service to Concord includes six years on the Finance Committee (2005-2008, 2014-2017), two years on the Community Preservation Committee, and,

WHEREAS, she served as the Select Board Representative on the Community Preservation Committee from 2017-2020, the Concord250 Executive Committee from 2024-2025, and the Hanscom Field Advisory Committee from 2025-2027; and,

WHEREAS, she also contributed to the Capital Planning Task Force from 2020-2021, demonstrating her dedication to long-term fiscal planning for the town; and,

WHEREAS, Terri Ackerman's commitment extends beyond elected office, including volunteer work with Communities for Restorative Justice, the Domestic Violence Services Network, the Concord Carlisle Community Chest Allocations Committee, and the Concord Land Conservation Trust; and,

WHEREAS, she has emphasized the importance of environmental, fiscal, and civil sustainability to preserve Concord's character, advocating for continued leadership in environmental initiatives, balanced fiscal management, and the maintenance of a respectful and inclusive community; and,

WHEREAS, her leadership has been characterized by a collaborative spirit, a dedication to community involvement, and a passion for addressing complex challenges such as town manager selection, affordable housing, and fiscal sustainability; and,

WHEREAS, she has consistently demonstrated a commitment to working with diverse stakeholders to build consensus and ensure the well-being of all Concord residents; and,

THEREFORE, LET IT BE RESOLVED, on behalf of the Town of Concord, that we express our sincere gratitude to Terri Ackerman for her exemplary service, dedication, and collaborative leadership, and recognize her significant contributions to the betterment of our community.

Mary Hartman, Chair, Select Board

Mark Howell, Clerk

Cameron McKennitt

Wendy Rovelli



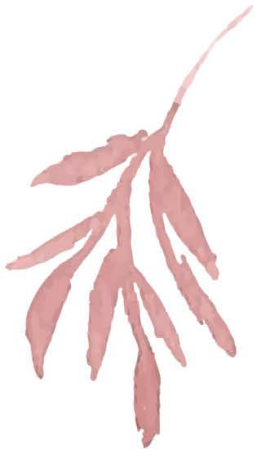
THANK YOU

Alexa Anderson

As Alexa Anderson concludes her nearly five years of service on the School Committee, we offer our thanks for her leadership and dedication to our schools and community.

A lifelong member of the Concord and Concord-Carlisle school communities—as a student, volunteer, committee member, and twice Chair—Alexa has brought deep knowledge, sharp insight, and a collaborative spirit to every discussion. She has consistently kept students at the center, championing their needs with dignity and resolve. Her ability to listen to diverse voices and advocate for what students and teachers needed most was a hallmark of her service.

Alexa's thoughtful leadership and presence on the Committee will be missed, but her impact will resonate for years to come. We thank her for all she's done and look forward to seeing how she'll continue to help our district thrive.

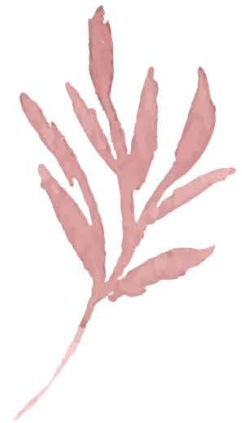


Thank you Cynthia Rainey

Cynthia Rainey has completed six years of service on both the Concord and Concord-Carlisle School Committees. During her tenure, she served once as Chair of the Concord School Committee and throughout was deeply engaged in policy work, helping to shape the framework that guides our schools today.

Throughout her time on the committees, Cynthia demonstrated a strong commitment to sustainability and a consistent and clear-eyed focus on fiscal responsibility.

Cynthia's contributions were grounded in care for our community and a belief in civic responsibility. We are grateful for the time and energy she brought to the committee, and thank her for helping to guide our district through years of growth and change.



NEW AT 2025 TOWN MEETING! Electronic Voting with Clickers

Frequently Asked Questions for Electronic Voting

Why is Concord adopting electronic voting? The Town Meeting Study Committee (“TMSC”), formed by vote of 2024 Concord Annual Town Meeting, has recommended that Concord adopt the use of an electronic voting system (“clickers”) at town meetings to improve voter experience. TMSC’s recommendations were formed following a town-wide survey, input from the public at TMSC’s meetings and hearings, investigation of the experience of the (over 70) other Massachusetts towns using electronic voting, and discussion by TMSC members. The Select Board has accepted TMSC’s recommendations and asked the Town Manager to procure an electronic voting system.

How will Town Meeting use electronic voting? On the first night of 2025 Annual Town Meeting, following presentation of TMSC’s report and practice votes using clickers, the Select Board will make a preliminary motion to adopt a “rule of the meeting” to routinely take votes (main motions and amendments) under Warrant articles using clickers. The meeting will discuss and vote on the motion. If the motion is approved, votes on main motions and amendments under articles generally will be taken using clickers, unless the absence of discussion by the Meeting makes clear that voters are broadly in favor of a motion so that a faster vote by show of paper placards is appropriate. Votes on procedural motions (e.g., to take up no new business after a certain time or to “call the question”) will be taken by show of paper placards. If the “rule of meeting” motion is not approved, the Meeting will use clickers to vote when a vote needs to be counted (because the Moderator cannot confidently call the vote visually) or when the Meeting votes to take a vote by secret ballot.

What electronic voting system will Concord Town Meeting be using? With input from the Moderator, Town Clerk, and Chief Technology Officer, Concord has selected the Meridia voting system through its procurement process and will be renting a Meridia system for all nights of Annual Town Meeting. This system has been used with good results by over thirty other Massachusetts towns. In addition to Town IT Department staff, Meridia technical support will be on site.

How does the electronic voting system work? At check-in, each voter will receive a pre-tested battery-powered handset (“clicker”) that resembles a TV remote controller. Each handset will have a unique number. When the Moderator announces that it is time to register a vote by clicker, voters will press one of three buttons on the clicker (YES, NO, ABSTAIN) to register a vote. The clicker display will allow the voter to confirm that their vote was transmitted. Each clicker vote will be transmitted by radio frequency to a receiver in the hall for tabulation. The receiver will accept votes only from the uniquely numbered clickers distributed at the meeting. When the Moderator announces that voting has closed, the results of the vote will be displayed on a screen in the hall.

What if I accidentally press the wrong button when voting with my clicker? If you accidentally press the wrong button, or change your mind about your vote, simply re-vote by pressing the correct button. Only the LAST vote transmitted on your clicker will be registered by the receiver and tabulated.

What if my clicker malfunctions? And how will I know? Every handset will be tested before each session of Town Meeting, so the probability of a handset failing is very low. In addition, we will have test votes at the start of the Meeting so that everyone may see that their clicker is working. If there is no display in the window of your clicker when you vote during the Voting Window, raise your paper voting placard and Town IT staff will come to assist you. We will either replace the batteries in your clicker or provide you with a substitute.

May I leave my clicker with someone else to register my vote if I have to leave the hall? NO! Only YOU may vote on the clicker given to you. You may not register a vote on anyone else's clicker.

May I take my clicker with me if I need to leave the hall? No. Please deposit your clicker with one of the Clicker Clerks if you have to leave the hall. You may retrieve it upon your return.

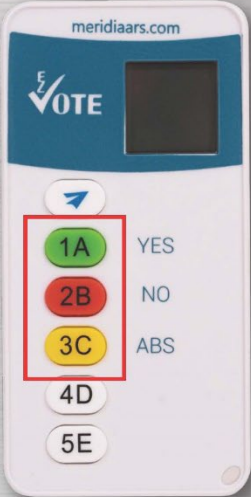

What if the whole electronic voting system malfunctions? All voters will be given both a clicker and a paper voting placard at check-in. If the electronic voting system malfunctions, voting by raised paper voting placards will be our back-up system.

How are results displayed? The breakdown of the Yes, No, and Abstain votes will not be shown until after the vote closes. After voting closes, the vote breakdown will be displayed as total numbers in each vote category. At the discretion of the Moderator, the total number of votes cast (without specifying whether the votes are Yes, No, or Abstain) may be displayed live during the vote. The Meridia system also permits voting results to be viewed by individual clicker number (a number known only to the individual voter in possession of that clicker).

Is the Meridia voting system secure? In the 30+ Massachusetts towns using Meridia voting systems for town meeting, Meridia has had no reports of a vote compromised by the failure or breach of its equipment. Meridia has numerous built-in security features that help dwarf various intrusion or interference efforts. Specifics on security measures can be viewed on Meridia website: <https://www.meridiaars.com/electronic-voting-security/>.

HOW TO VOTE

- The Moderator will announce **Opening** and **Closing** of the Window for Voting (30 seconds)
- To **VOTE**, press the button on the keypad that corresponds to your desired vote:
 - 1A = YES**
 - 2B = NO**
 - 3C = ABSTAIN**
- Votes are submitted/sent automatically. No need to press "Send" (the blue paper plane).
- You can change your vote so long as the voting window is open. Only your last vote is counted.



The image shows a white handheld voting device with a screen at the top displaying 'meridiaars.com' and a 'VOTE' button with a checkmark icon. Below the screen is a keypad with several buttons: a blue paper plane icon, a green button labeled '1A' with 'YES' to its right, a red button labeled '2B' with 'NO' to its right, a yellow button labeled '3C' with 'ABS' to its right, a white button labeled '4D', and a white button labeled '5E'. A red rectangular box highlights the '1A', '2B', and '3C' buttons.

GET INVOLVED!

Fill out your Volunteer Card today!

The Town of Concord depends upon the immense talent pool of our residents and we are always seeking interested townspeople to serve on boards and committees, and also to carry out short-term projects. If you are willing to serve your Town on a voluntary basis and desire to participate in shaping the Town's future, please indicate your interest by filling out a "Volunteer Card." Volunteer Cards are short forms for listing your areas of interest and any skills relevant to committee or project participation. Copies of the form are available at the Town House, or on our website here: <https://concordma.gov/VolunteerConcord>.

You will find the Town Report useful for information on specific activities and responsibilities of the various boards and committees. For further information or to discuss your participation in town government in more detail, please feel free to talk with any member of the Select Board.

NEED A HELPING HAND?

We want to make Town Meeting accessible to you!



Do you need childcare during the meeting? On-site childcare will be provided by Concord Recreation. Childcare is available for children 3 years to 11 years. Registration in advance and payment is required, with the cost being \$10.00 per child or \$20.00 maximum per family. Please visit www.concordma.gov/TM25 for registration information in the coming weeks.

Do you need a ride to the meeting? Concord's Council on Aging will provide Seniors pick up and drop off service during Town Meeting. Call ahead and reserve a seat. Please call (978) 318-3020 to book your ride.

Do you need accessible seating or a headset for better listening? Headsets will be available from the tellers at check in but please let us know if you have other accessibility concerns by contacting the Town's Americans with Disabilities Act (ADA) Coordinator, Jessica Porter, at 978-318-3028 or via email at jporter@concordma.gov and let her know what services you might need. While every attempt will be made to provide reasonable accommodations, requests should be made with as much advance notice as possible.

Do you want to follow Town Meeting from home? Town Meeting proceedings are broadcast live by MMN on cable through channel 9 and on WIQH Radio 88.3 FM.

The Town of Concord is an equal opportunity provider.

APPENDIX

Appendix A. Article 7 – Fiscal Year 2026 Town Budget

Town Budget Chart

<u>Town Government Operating Budget</u>					
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
General Government					
1	A	Town Manager's Office	\$ 730,350	\$ 864,166	\$ 773,505
	B	Human Resources	\$ 573,682	\$ 481,562	\$ 522,658
	C	Information Systems (Technology)	\$ 1,757,756	\$ 1,828,904	\$ 1,735,498
	D	Town Meetings & Reports	\$ 95,400	\$ 100,000	\$ 122,100
	E	Facilities Administration	\$ 1,930,088	\$ 2,077,139	\$ -
	F	Parks & Playgrounds	\$ 216,727	\$ 110,848	\$ -
	G	Resource Sustainability	\$ 125,000	\$ 140,000	\$ 149,725
	H	Economic Vitality & Tourism	\$ -	\$ -	\$ 338,073
	I	Adjustments	\$ (515,402)	\$ -	\$ -
		Sub-total:	\$ 4,913,601	\$ 5,602,619	\$ 3,641,559
2	A	Legal Services	\$ 450,000	\$ 400,000	\$ 400,000
		Total: General Government	\$ 5,363,601	\$ 6,002,619	\$ 4,041,559
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Finance					
3	A	Finance Administration	\$ 647,927	\$ 756,342	\$ 650,010
	B	Treasurer/Collector	\$ 466,957	\$ 476,700	\$ 492,272
	C	Accounting	\$ 367,594	\$ 392,374	\$ 514,449
	D	Assessors	\$ 434,957	\$ 442,730	\$ 488,760
	E	Town Clerk	\$ 464,499	\$ 457,834	\$ 492,931
	F	Elections	\$ 80,714	\$ 60,289	\$ 57,661
	G	Registrar	\$ 11,165	\$ 13,458	\$ 14,315
		Total: Finance	\$ 2,473,813	\$ 2,599,727	\$ 2,710,398
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Planning and Land Management					
4	A	Planning Administration	\$ 661,933	\$ 631,968	\$ 663,781
	B	Natural Resources	\$ 449,610	\$ 456,982	\$ 440,897
	C	Inspections	\$ 593,097	\$ 608,664	\$ 628,923
	D	Health	\$ 561,895	\$ 598,077	\$ 563,463

	E	Economic Vitality & Tourism	\$ 235,721	\$ 329,887	\$ -
	F	141 Keyes Road	\$ 3,600	\$ 3,143	\$ -
		Total: Planning & Land Management	\$ 2,505,856	\$ 2,628,721	\$ 2,297,065
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Human Services					
5	A	Library	\$ 2,490,316	\$ 2,505,138	\$ 2,669,176
	B	Senior Services			
		B1. Senior Services	\$ 652,076	\$ 670,851	\$ 669,891
		B2. Harvey Wheeler Community Center	\$ 65,342	\$ 67,277	\$ 134,807
	C	Human Services	\$ 93,350	\$ 97,738	\$ 209,679
	D	Veteran Services	\$ 86,647	\$ 84,525	\$ 95,082
	E	Ceremonies & Celebrations	\$ 63,600	\$ 63,422	\$ 70,150
		Total: Human Services	\$ 3,451,331	\$ 3,488,951	\$ 3,848,785
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Public Safety					
6	A	Police Department	\$ 5,219,135	\$ 5,232,210	\$ 5,688,493
	B	Animal Control Officer	\$ 29,260	\$ 29,393	\$ 30,900
	C	Police-Fire Station	\$ 52,918	\$ 40,406	\$ -
	D	Fire Department	\$ 6,611,011	\$ 6,789,002	\$ 6,916,152
	E	Emergency Management	\$ 14,550	\$ 14,194	\$ 14,700
	F	West Concord Fire Station	\$ 1,563	\$ 1,691	\$ -
		Total: Public Safety	\$ 11,928,437	\$ 12,106,896	\$ 12,650,246
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Public Works					
7	A	Public Works Administration	\$ 422,120	\$ 458,696	\$ 402,388
	B	Engineering	\$ 701,634	\$ 693,132	\$ 698,698
	C	Highway Administration	\$ 1,805,133	\$ 2,031,753	\$ 2,040,154
	D	Winter Maintenance	\$ 655,500	\$ 655,500	\$ 655,500
	E	Parks & Trees	\$ 992,220	\$ 873,271	\$ 1,036,106
	F	Cemetery	\$ 273,790	\$ 282,838	\$ 270,596
	G	133/155 Keyes Road	\$ 68,088	\$ 75,000	\$ -
	H	Street Lighting	\$ 40,310	\$ 42,029	\$ 79,703
	I	Facilities Administration	\$ -	\$ -	\$ 1,929,240
	J	Parks & Playgrounds	\$ -	\$ -	\$ 56,318

		Total: Public Works	\$ 4,958,795	\$ 5,112,219	\$ 7,168,703
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Unclassified					
8		Employee Wellness	\$ 75,000	\$ 25,000	\$ 25,000
9		Reserve Fund	\$ 200,000	\$ 200,000	\$ 200,000
10		Salary Reserve Fund	\$ 755,000	\$ 581,506	\$ 737,133
		Total: Unclassified	\$ 1,030,000	\$ 806,506	\$ 962,133
Town Government					
Town Government Total			\$ 31,711,833	\$ 32,745,639	\$ 33,678,889
Line No.	Item No.	Department	FY24 Appropriation	FY25 Appropriation	FY26 Appropriation
Joint Accounts (Town & Concord Public Schools)					
11	A	Group Insurance	\$ 8,140,471	\$ 8,000,000	\$ 9,405,564
	B	Property/ Liability Insurance	\$ 406,350	\$ 539,412	\$ 617,087
	C	Unemployment	\$ 138,000	\$ 140,760	\$ 143,575
	D	Worker's Compensation	\$ 163,818	\$ 176,149	\$ 193,764
	E	Social Security & Medicare	\$ 989,168	\$ 1,028,735	\$ 905,172
		sub-total	\$ 9,837,807	\$ 9,885,056	\$ 11,265,162
12	A	Retirement Assessment, General Fund	\$ 3,399,675	\$ 4,349,746	\$ 3,584,157
	B	Retirement Assessment, Pension Reserve	\$ 1,650,000	\$ 1,650,000	\$ 1,567,124
		sub-total	\$ 5,049,675	\$ 5,999,746	\$ 5,151,281
13	A	Debt Service, Within Levy Limit			
		A1. Town, Principal & Interest	\$ 3,698,148	\$ 3,576,699	\$ 4,707,036
		A2. CPS, Principal & Interest	\$ 829,552	\$ 806,651	\$ 861,510
		A3. Interest on Short-Term Notes	\$ -	\$ 70,000	\$ -
		sub-total	\$ 4,527,700	\$ 4,453,350	\$ 5,568,546
	B	Debt Service, Excluded from Levy Limit			
		B1. Town, Principal & Interest	\$ 317,544	\$ 303,794	\$ 295,294
		B2. CPS, Principal & Interest	\$ 3,592,220	\$ 6,286,880	\$ 7,670,889
		B3. Interest on Short-Term Notes	\$ -		\$ -
		sub-total	\$ 3,909,764	\$ 6,590,674	\$ 7,966,183
		Total: Joint Accounts	\$ 23,324,946	\$ 26,928,826	\$ 29,951,172
Total: FY26 Appropriation			\$ 55,036,779	\$ 59,674,464	\$ 63,630,061